

# Payment Request Form for Construction

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## Company Name

BuildPro Contractors

## Form Reference Number

PRFC-2024-005

## Date of Request

December 20, 2024

## Contractor Information

**Name of Contractor:** James Anderson

**Company Name:** Anderson Construction LLC

### Contact Details:

- Phone: +1-456-789-0123
- Email: james.anderson@andersonconstruction.com

## Project Information

**Project Name:** Skyline Tower Development

**Project ID:** ST-2024-456

**Project Location:** 789 Highrise Avenue, Metropolis, NY, 10001

## Payment Details

**Payment Milestone:** Completion of Foundation Work

**Amount Requested:** \$50,000

**Currency:** USD

**Invoice Number:** INV-2024-789

**Purpose of Payment:** Payment for completed foundation work as per the approved construction agreement.

**Payment Due Date:** December 30, 2024

## Supporting Information

### Attached Documents:

1. Signed Work Completion Certificate
2. Invoice #INV-2024-789
3. Photos of Completed Work
4. Approved Project Schedule

## Authorization Section

### Requested By:

- Name: James Anderson
- Signature: \_\_\_\_\_
- Date: December 20, 2024

### Approved By:

- Name: Rebecca Turner
- Signature: \_\_\_\_\_
- Date: December 21, 2024

**Remarks/Comments**

Payment requested to cover material costs and labor expenses for the next project phase.