**University of Illinois**

**PAYMENT APPLICATION: PART I - PAYMENT CERTIFICATE for:** (mark appropriate box)

- **UNASSIGNED CONTRACTOR**
- **PROFESSIONAL SERVICES CONSULTANT (PSC)**
- **CONSTRUCTION MANAGER (CM)**

**PROJECT NAME:**

**PROJECT #:**

**APPLICANT NAME & ADDRESS:**

City: __________________________ State: ______ Zip: ______

**CONTACT DIVISION:**

**VENDOR REFERENCE:**

**APPLICATION #:**

**FINAL PAYMENT?** Y N

**PAY PERIOD:** / / TO / /

**BANNER VENDOR NUMBER:**

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### 1.0 CURRENT CONTRACT/AGREEMENT AMOUNT

1.1 Applicant’s Accepted Base Bid and Alternates or Fee as applicable

1.2 Authorized Change Orders/Amendments for Applicant’s Added Work: ______ + $________

1.3 Authorized Change Orders/Amendments for Applicant’s Deleted Work: ______ - $________

1.4 TOTAL (1.1 through 1.3) $________

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### 2.0 CURRENT PAYMENT DUE

2.1 Total Value of Applicant’s Work Completed to Date $________

2.2 Less ______% retained (round to nearest dollar): $________

2.3 Less Payments Previously Certified $________

2.4 Current Payment Due to Applicant $________

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### 3.1 Applicant’s Certification

I certify that the work covered by this application for payment has been completed to the point indicated herein, that the completed work is in accordance with the contract documents, and that the current payment identified above is now due. I further certify that, immediately upon receipt of the above payment, all Subcontractors, if any, will be promptly paid.

By: ________________ Authorized Representative

Date ________________

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### 3.2 Construction Manager’s Certification (if applicable)

CM:

Based on the contract documents, my own observations of the progress of the work and the data comprising the above application, I certify to the Owner that the work has progressed to the point indicated, that the quality of the work appears to be in accordance with the contract documents, and that the Applicant is entitled to payment of the amount certified by him as being currently due.

By: ________________ Authorized Representative

Date ________________

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### 3.3 Professional Services Consultant’s Certification

PSC:

Based on the contract documents, my own observations of the progress of the work and the data comprising the above application, I certify to the Owner that the work has progressed to the point indicated, that the quality of the work appears to be in accordance with the contract documents, and that the Applicant is entitled to payment of the amount certified by him as being currently due.

By: ________________ Authorized Representative

Date ________________

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### 3.4 Owner’s Representative’s Approval

University of Illinois-construction unit responsible for the named project

I approve payment of the amount certified above.

By: ________________ Authorized Representative

Date ________________

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### CFOAPAL (*required fields)

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**AUTHORIZED DEPARTMENT APPROVAL**

WE, THE UNDERSIGNED, HEREBY CERTIFY THAT THE PAYEE HAS SIGNED A STATEMENT, AS REQUIRED BY THE ILLINOIS PROCUREMENT CODE, AND THAT THE ABOVE BILL IS CORRECT AND PAYABLE FROM THE APPROPRIATION SHOWN.

X

AUTHORIZED CERTIFIER

FOR OFFICE OF BUSINESS AND FINANCIAL SERVICES

CHAIRPERSON, BOARD OF TRUSTEES

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**Distribution:**

- University of Illinois construction unit responsible for the named project
- Professional Services Consultant
- CM
- Applicant

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Form approved by Legal Counsel - UOCP&RES 07/23