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: _______

VENDOR REFERENCE: ____________________________

APPLICATION #: ____________________________  FINAL PAYMENT? Y N

PAY PERIOD: / / TO / /

BANNER VENDOR NUMBER: ____________________________

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) $ __________

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 $ __________

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 ____________________________

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 ____________________________

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 ____________________________

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 ____________________________

CFOAPAL (*required fields)

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AUTHORIZED DEPARTMENT APPROVAL

FOR OFFICE OF BUSINESS AND FINANCIAL SERVICES

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

________________________________________
CHAIRPERSON, BOARD OF TRUSTEES

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 01/19