



Date _____
Invoice # _____
Project _____
Subcontractor _____
Address _____

Phone _____
Fax _____
Email Address _____

Base Contract Amount _____
Change Order Amount _____
Total Contract _____
Percent of Total Contract Earned _____
Total Billed _____
Total Retention _____

Billing Guidelines

Conditional Upon Final (#3) lien release must be submitted with retention invoice
Unconditional supplier releases are due prior to final payment
Certified payroll documentation must be completed prior to final payment

Date	Company Name	Signature & Title
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Guidelines are subject to change as required by project owners



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**CONDITIONAL WAIVER AND RELEASE ON
FINAL PAYMENT**

(CALIFORNIA CIVIL CODE §8136)

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

Identifying Information

Name of Claimant: _____
Name of Customer: _____
Job Location: _____
Owner: _____

Conditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: _____
Amount of Check: \$ _____
Check Payable to: _____

Exceptions

This document does not affect any of the following:
Disputed claims for extra compensation in the amount of: \$ _____

Signature

Claimant's Signature: _____
Claimant's Printed Name: _____
Claimant's Title: _____
Date of Signature: _____