

SUBCONTRACTOR PAYMENT AND UTILIZATION REPORT

This form is to be completed and submitted with your invoice to the department in accordance with any requirements (e.g. federal, state, etc.) associated with funding source. For projects with a duration of three months or less, this report should be submitted with request for final payment. This form should **NOT** be included as part of any bid or proposal.

Prime Contractor: _____

Item Description (as seen on RFP):

Original Contract Award Amount: _____

Revised Contract Award Amount (if applicable): _____

Instructions: Include all subcontractors listed on the Subcontractor Disclosure Form submitted with your original bid as well as any new subcontractors in the table below. If no payment has been issued during this period to a given subcontractor, write "\$0" in the "Amount Paid this Period" column.

If no payments were made to any subcontractors since your last invoice, please check here: ____

Subcontractor Company Name	Checks Made Payable To (if different from Company Name)	Amount Paid this Period
		\$
		\$
		\$
		\$
		\$
		\$

 Signature of Prime Contractor

 Printed Name

 Date Signed

For Office Use Only

For Fiscal Year _____ Quarter _____

Procurement # _____