



Invoice Date: Date
Invoice #: Invoice Number

Project:
Location:
Main Contractor:
Subcontractor:

Contract No.:
Contract Reference Date:
Payment Claim Date:
Payment Claim Received:

Works	Subcontractor Claim	Main Contractor Assessment
Contractor Works	\$	\$
Variations	\$	\$
Less Reductions	\$	\$
Less Retention	\$	\$
Total (ex. GST)	\$	\$
Total Amount of Payment to be made to Subcontractor (inc. GST)	\$	

****If there is no Schedule attached****

REASONS FOR WITHHOLDING PAYMENT

1.
2.
3.
4.
5.

****If there is a Schedule attached****
Refer to the following Schedule for further details

Works	Subcontractor Claim	Main Contractor Assessment
Contract Works	\$	\$
Variations	\$	\$
Less Reductions	\$	\$
Less Retention	\$	\$
Total (exc. GST)	\$	\$
Total Amount of Payment to be made to Subcontractor (inc. GST)	\$	