**Construction of Building (2nd or 3rd Billing) Checklist**

Payee:

Amount:

Particulars:

Supporting Documents: Two (2) copies collated

*(Put N/A if not applicable)*

* [ ]  Certificate of Payment
* [ ]  Statement of Work Accomplishment
* [ ]  Contract
* [ ]  Notice of Award
* [ ]  Notice to Proceed
* [ ]  Certificate of Acceptance
* [ ]  Previous Certificate of Payment
* [ ]  Previous Statement of Work Accomplishment
* [ ]  Documentation
* [ ]  SARO (if applicable)

I hereby certify that above documents are complete and arranged as per checklist.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature over Printed Name / Date

Email Address:

Contact Number/s: