

EL PASO COUNTY DEPARTMENT OF PUBLIC WORKS  <b>SUBCONTRACTOR PERIODIC          PAYMENT CONFIRMATION</b>	Prime Contractor:  Subcontractor:  Project Start Date:	Project Name / #:  Date EPC Received:  Through Pay Estimate / Invoice #	<input type="checkbox"/> Periodic <input type="checkbox"/> Final
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For the Periodic report, summarize the subcontractor participation during the reporting period.  
 For the Final report, summarize all subcontractor participation on the contract. Attach additional pages as necessary.

- \* Submit a signed copy of this form to the Project Engineer. Frequency will be determined at the preconstruction meeting.  
 More frequent submittals may be requested by the County at any time.
  - <sup>1</sup> Accurately describe the work performed / supplies provided by the subcontractor.
  - <sup>2</sup> List the amount of the subcontractor invoice and <sup>3</sup> payment to the subcontractor
  - <sup>4</sup> Provide the date that the subcontractor was paid.
  - <sup>5</sup> Mark whether you have requested approval of a good cause exception. A good cause exception is required if you did not pay your subcontractor within seven days of receipt of payment from the County.
  - <sup>6</sup> Mark whether subcontractor has completed all work specified in the subcontractor purchase order
  - <sup>7</sup> **Subcontractor shall provide initials indicating receipt of payment.**
- ~ Failure to timely complete this form will result in delay of your next payment from the County.  
 Failure to accurately complete this form could result in the delay of future payments from the County.

<sup>1</sup> Work Performed / Supplies Provided	<sup>2</sup> Invoice Amount	<sup>3</sup> Payment Amount	<sup>4</sup> Payment Date	<sup>5</sup> Exception Requested	<sup>6</sup> Work Completed	<sup>7</sup> Sub Initials
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RELEASE RETAINAGE (Final Report Only)	\$	\$	/ /	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	

Subcontractor Representative Name	Signature	Title	Date
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I declare under penalty of perjury in the second degree and any other applicable state or federal laws that the statements made in this document are complete true and accurate and that my company has complied with El Paso County specifications and all other relevant contract provisions.  
 I acknowledge that if payment has not been made consistent with the representations herein, my company may be liable for interest pursuant to the Contract and the County may withhold payments to my company until all required payment have been made to subcontractors.

Prime Contractor Representative Name	Signature	Title	Date
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