Payment Request Form for Construction

Project Information

- **Project Name:** _____
- **Project ID:** _____
- **Contractor Name:** _____
- **Contact Number:** _____

Payment Schedule

Milestone Description	Completion Date	Amount ($)	Status ☐ Pending ☐ Approved

Payment Details

- **Amount Requested: $**_____
- **Payment Due Date:** _____
- **Payment Method:** ☐ Bank Transfer ☐ Check

Approval Section

- **Project Manager Signature:** _____
- **Date:** _____

Checkbox for Additional Notes

- ☐ **Final Payment**
- ☐ **Partial Payment**
- ☐ **Retention Payment**