



11A Hampton Road, Exeter, NH 03833-4807 Bus: 603-772-1180 Fax: 603-772-1181

# REQUISITION FOR PAYMENT

PKG. #	CUSTOMER
REQ. #	CONTRACTOR

Original Contract Amount	\$ _____
Net Change Per Change Orders	\$ _____
Revised Contract to Date	\$ _____
Total Amount Completed to Date	\$ _____
Less Retainage (if applicable)	\$ _____
Total Amount Earned to Date	\$ _____
Less Previous Payments	\$ _____
Current Payment Requisitioned Hereunder	\$ _____

CUSTOMER SIGNATURE			CONTRACTOR SIGNATURE	
DESCRIPTION	THIS REQ		FOR ASI USE ONLY	
			DATE INSP.	DATE RET'D.
			TIME INSP.	INSPECTOR
TOTAL REQ.			INSPECTOR SIGNATURE:	

# LIEN AFFIDAVIT

(PLEASE PRINT CLEARLY IN ALL AREAS EXCEPT SIGNATURE)

DATE OF THIS INSTRUMENT: \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_

AMOUNT OF REQUESTED  
DISBURSEMENT:

\$
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NAME OF BUSINESS  
REQUESTING FUNDS:

\_\_\_\_\_

NAME OF INDIVIDUAL  
REQUESTING FUNDS:

\_\_\_\_\_

NAME OF  
PROPERTY OWNER:

\_\_\_\_\_

ADDRESS OF  
PROPERTY:

\_\_\_\_\_

\_\_\_\_\_

**THE UNDERSIGNED MORTGAGOR (OWNER) OR MORTGAGOR'S AGENT (BUILDER / SUBCONTRACTOR / SUPPLIER) HEREBY CERTIFIES TO THE CONSTRUCTION MORTGAGEE / BANK / LENDER, THAT ALL WORK FOR WHICH THE REQUESTED DISBURSEMENT IS TO BE MADE HAS BEEN COMPLETED AND THAT ALL SUB-CONTRACTORS AND OR THEIR SUPPLIERS OF MATERIAL AND, OR LABOR HAVE BEEN PAID FOR THEIR SHARE OF SUCH WORK OR WILL BE PAID OUT OF THIS DISBURSEMENT THROUGH THE DATE LISTED ABOVE.**

\_\_\_\_\_  
**Signed by Individual requesting funds  
(MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC)**

TO BE FILLED OUT BY NOTARY PUBLIC

STATE OF: \_\_\_\_\_ COUNTY OF: \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_

NOTARY PUBLIC: \_\_\_\_\_

**MY COMMISSION EXPIRES:** \_\_\_\_\_

# LIEN WAIVER

(PLEASE PRINT CLEARLY IN ALL AREAS EXCEPT SIGNATURE)

**TO ALL WHOM IT MAY CONCERN:**

PACKAGE # : \_\_\_\_\_

THE UNDERSIGNED BUSINESS: \_\_\_\_\_

TYPE OF WORK PERFORMED: \_\_\_\_\_

UNDER AN AGREEMENT WITH: \_\_\_\_\_

PROPERTY LOCATED AT: \_\_\_\_\_

THE OWNERS OF SUCH PROPERTY ARE: \_\_\_\_\_

THEREFORE, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_  
FOR AND IN CONSIDERATION OF THE SUM OF \$ \_\_\_\_\_, HAS BEEN PAID AND RECEIVED,  
THE UNDERSIGNED DOES HEREBY WAIVE AND RELEASE ANY LIEN RIGHTS TO, OR CLAIM OF  
LIEN WITH RESPECT TO AND ON SAID ABOVE DESCRIBED PREMISES, AND THE IMPROVEMENTS  
THEREON, AND ON THE MONIES OR OTHER CONSIDERATIONS DUE OR TO BECOME DUE FROM  
THE OWNER, ON ACCOUNT OF LABOR, SKILL, SERVICE, MATERIAL AND/OR EQUIPMENT  
FURNISHED BY THE UNDERSIGNED TO OR FOR THE ABOVE DESCRIBED PREMISES AND  
IMPROVEMENTS THEREON TO THIS DATE WITHOUT PREJUDICE TO ASSERT ANY LIEN AS TO  
FUTURE DELIVERY, PERFORMANCE OR FURNISHING THAT INCREASE TOTAL VALUE DELIVERED,  
PERFORMED OR FURNISHED TO MORE THAN THE AMOUNT STATED ABOVE.

1. ORIGINAL CONTRACT AMOUNT:

\$ \_\_\_\_\_

2. ADD CHANGE ORDERS:

\$ \_\_\_\_\_

3. TOTAL CONTRACT TO DATE:

\$ \_\_\_\_\_

4. TOTAL PAID TO DATE:

\$ \_\_\_\_\_

5. AMOUNT THIS DATE:

\$ \_\_\_\_\_

6. BALANCE REMAINING:

\$ \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name / Title

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date