

Project Name:			Payment Period	
MI Project Number:			From:	
Owner's Name:			To:	
Consultant's Name:				

Contractor's Name:			Claim No.:	
Address:			Contractor Invoice #:	
GST Registration Number:			*Contractor's invoice must be attached.	

Original Contract (Not Including HST)	Aggregate Value of Approved Change Orders	Revised Subtotal (Not Including HST)	15 % HST	Total Authorized

**Petroleum Products Adjustment Worksheet**

Has been submitted for change order approval prior to this submission? ☐ Yes ☐ N/A

**Force Account**

Has been submitted for change order approval prior to this submission? ☐ Yes ☐ N/A

**Date of Substantial Performance Certificate** \_\_\_\_\_ **or** ☐ **N/A**

If certificate has been issued, attach completed Form 12 – Certificate of Substantial Performance for first payment after Substantial and updated Deficiency List for all payments after.

Has Holdback been released? ☐ Yes ☐ No

1.	Total Value of The Work Done	
2.	Total Value of Material Delivered to Site	
3.	<b>(a) Total Value, Work, Materials (1+2)</b>	
	<b>(b) Less Allowance (Value from attached Form 7 (A+B) or N/A)</b>	
	<b>(c) Less Deficiencies (Value from attached Form 12 or N/A)</b>	
	<b>(d) Amount Due (3a – 3b – 3c)</b>	
	<b>(e) Less (10 %) Hold Back (10% of item 3d or N/A if Holdback is released)</b>	
	<b>(f) Net Total, Work, Material (3d – 3e)</b>	
	<b>(g) Less Previous Payments (item 3f from previous claim)</b>	
	<b>(h) Subtotal this invoice (3f – 3g)</b>	
	<b>(i) Harmonized Sales Tax 15% (of item 3h)</b>	
	<p align="right"><b>NET AMOUNT DUE</b> <b>(3h + 3i)</b></p> <p><b>MI pays Holdback to Owner. Value keyed into MSIS should result in an updated value under Total Cost to Date (\$) that equals 3.(d) plus HST.</b></p>	

Contractor: \_\_\_\_\_

Date: \_\_\_\_\_

Consultant: \_\_\_\_\_

Date: \_\_\_\_\_