



State of Idaho
DIVISION OF PUBLIC WORKS
**DESIGN PROFESSIONAL
REQUEST FOR PAYMENT**
SUBMIT ONE ORIGINAL

DPW PROJECT NO.

CODE

AMOUNT

AE

RE

Date

DPW USE ONLY

Name and Location of Project:

Name and Address of Design Professional:

Request
No.

For Period

FROM:

TO:

BASIC SERVICES

DESCRIPTION OF ITEM	AGREEMENT AMOUNT (2)	% COMP (3)	AMOUNT OF SERVICE COMPLETE (4)	PREVIOUS PAYMENTS (5)	DUE THIS APPLICATION (6)
Schematic Design		%			
Design Development		%			
Construction Documents		%			
Bidding		%			
Construction Administration		%			
Closeout		%			
(Other)		%			
A. BASIC SERVICES TOTALS		%			

REIMBURSABLE EXPENSES

DESCRIPTION OF ITEM	AGREEMENT AMOUNT (2)		AMOUNT OF SERVICE COMPLETE (4)	PREVIOUS PAYMENTS (5)	DUE THIS APPLICATION (6)
Travel by air/car rental/parking at cost					
Meals at cost not to exceed					
Mileage					
Lodging					
Reproductions/Postage					
B REIMBURSABLE TOTALS					

C. TOTAL BASIC AND REIMBURSABLE

ANALYSIS OF WORK PERFORMED

Amount of Basic Services completed to date (line A4).....	\$
Amount of Reimbursable Expenses to date (line B4).....	\$
Total amount of work performed to date (line C4).....	\$
Less: Amount of previous payment (line C5).....	\$
BALANCE DUE THIS APPLICATION (line C4 minus line C5).....	\$

CERTIFICATION OF DESIGN PROFESSIONAL

I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits.

Requested by Design Professional

Date

Recommended by DPW Project Manager

Date

Approved by Senior Project Manager

Date