

**Georgia Department of Education
Facilities Services Unit**

Certificate of the Contractor or His Duly Authorized Representative

Reimbursement Request Number _____ Project Number _____
Project Name _____

To the best of my knowledge and belief, I certify that all items, units, quantities, and prices of work and material shown on this *Reimbursement Request Number* _____ are correct and that all work has been performed and materials supplied in full accordance with the terms and conditions of the contract documents between the _____ (Owner) and _____ (Contractor); dated: _____ and all authorized changes thereto; and that the following is a true and correct statement of the contract account up to and including the last day of the period covered by this estimate and that no part of the "amount due this estimate" has been received.

I. Original Contract Sum	\$ _____
2. Net change by Change Orders	\$ _____
3. Contract Sum to Date(I + 2).....	\$ _____
a. Total amount earned for work in place (original contract).....	\$ _____
b. Total amount earned for work in place (change orders).....	\$ _____
c. Value of materials stored at site	\$ _____
d. Total amount earned (a plus b plus c).....	\$ _____
e. Amount retained (10%).....	\$ _____
f. Total earned less retained percentage (d minus e)	\$ _____
g. Total previously approved	\$ _____
h. Total due this request for contractor (f minus g).....	\$ _____
i. Amount due this request for architect	\$ _____
j. Total amount requested (h plus i).....	\$ _____

I further certify that all claims outstanding against the undersigned contractor for labor, materials and expendable equipment employed in the performance of said contract have been paid in full in accordance with the requirements of said contract, except such outstanding claims as are listed below or on the attached sheet, which statement contains all claims against the contractor which are not yet paid, including all disputed claims and any claims to which the contractor has or will assert any defense.

I further certify that all the materials indicated on this Reimbursement Request as being stored on the site, but not yet incorporated into the building have been purchased, delivered and are now stored on the site for future incorporation into the building, and until so incorporated the title to same is, upon payment of this statement, vested in the owner. Furthermore, the undersigned contractor assumes full responsibility for the existence, protection, and, if necessary replacement of the above mentioned materials until the completion of this contract.

Contractor/Construction Mgr. _____ Date _____

By _____ (Signature) Title _____

Certificate of the Supervising Architect

I certify that I have verified this Reimbursement Request and that to the best of my knowledge and belief it is a true and correct statement of work performed and materials supplied by the contractor and that the contractor's certified statement of this account and the amount due him is correct and just and that all work and materials in this Reimbursement Request have been performed in full accordance with the terms and conditions of the contract documents and authorized changes thereto.

Name _____ (Signature) Architect. Date _____