

MINOR REPAIR CONTRACTOR'S PAYMENT REQUEST

Property Owner: _____ Case # _____

Property Address: _____ Tulsa, OK 74 _____

The contract is 100% complete and this request is for a 100% payment.

Contractor shall provide all applicable permit numbers:

Plumbing #'s _____

Mechanical #'s _____

Electrical #'s _____

STATE OF OKLAHOMA)
)ss.
COUNTY OF TULSA)

_____(Company), _____ (Print Name)
of lawful age, being first duly sworn, on oath says, that all work required under the contract between the property owner and claimant/contractor relating to Case # as set forth above including work required under any change order thereto has been performed in accordance with the terms thereof. Affiant states that (s)he is the agent authorized by claimant/contractor to submit the above claim (or contract) to City of Tulsa, and that said claim is just, true, correct and owing under an executed contract with the above referenced homeowner, in care of the City of Tulsa. Affiant further states that claimant/contractor has not paid, given or donated or agreed to pay, give or donate, to any officer or employee of the City of Tulsa, any money or other thing of value, either directly or indirectly, in procuring or continuance of the claim (or contract) under which the above claim for payment is submitted

Contractor (or agent) - Sign
STATE OF OKLAHOMA)
)ss.
COUNTY OF TULSA)

SUBSCRIBED and SWORN to before me this _____ day of _____ 20__.

Notary Public
My Commission expires: _____ / _____ / _____

CITY OF TULSA APPROVAL

Final inspection has been made of the property repair with City of Tulsa. The work has been satisfactorily completed in accordance with the construction contract.

Inspector: print name _____, Housing Inspector

Signature _____ Date _____

Final Approval: Brant Pitchford, Housing Supervisor

Signature _____ Date _____

CERTIFICATE AND RELEASE

TO: CITY OF TULSA

RE: CONTRACT ENTERED INTO THE _____ day of _____ 20_____

_____ “Owner” and _____ “Contractor”

For the Rehabilitation and/or Repair of Residential Property at: _____
Tulsa, OK 74_____

KNOW ALL MEN BY THESE PRESENTS:

1 The Contractor hereby certifies that there is due from and payable by the Owner to the Contractor under the above-referenced contract (“Agreement”) and duly approved Change Orders and modifications the balance of \$ _____.

2. The Contractor further certifies that in addition to the amount set forth in Paragraph 1, there are outstanding and unsettled the following items which he claims are just and due and owing by the Owner to the Contractor: \$ 0.00.

3. The Contractor further certifies that all work required under the Agreement including work required under Change Order(s) # ___ has been performed in accordance with the terms thereof, that there are no claims of laborers or mechanics for unpaid wages arising out of the performance of the Agreement and all laborers and mechanics involved in the performance of the Agreement have been paid. Contractor further certifies that all laborers, mechanics, suppliers and subcontractors that have been employed or that furnished material relating to the work under the Agreement have signed the attached Release form. Contractor agrees to indemnify and hold the Owner and City of Tulsa harmless from all claims, demands, causes of action or suits of whatever nature arising out of the labor or materials furnished by it or its subcontractors under the provisions of the Agreement.

4. Except for the amount stated under Paragraph 1 hereof, the Contractor has received from the Owner all sums of money payable to the Contractor under or pursuant to the above mentioned Agreement or any modification or change thereof.

5. Except the amount listed in Paragraph 2 hereof, in consideration of the payment of the amount stated in Paragraph 1 hereof, the Contractor does hereby release the Owner and the City of Tulsa from any and all claims arising under or by virtue of the Agreement and waives all liens which it has or might have on the said residential property because of materials furnished, or work performed, for or in the construction, reconstruction, or remodeling of the same, provided, however, that if for any reason the Owner does not pay in full the amount stated in Paragraph 1 thereof, said deduction shall not affect the validity of this release/waiver, but the amount so deducted shall be automatically included under Paragraph 2 as an amount which the Contractor has not released but will release upon payment thereof. The Contractor further certifies that upon payment of the amount listed in Paragraph 2 hereof, and of any amount which may be deducted from Paragraph 1 hereof, he will release the Owner and the City of Tulsa from all claims of any nature whatsoever arising out of said Agreement or modification thereof, and will execute such further releases or assurances as the Owner or City of Tulsa may request.

_____ (your name) being first duly sworn on oath, deposes and says, first that he/she is the
_____ (your title) of _____, (company name)
second, that he/she has read the foregoing certificate by him subscribed as _____ (your title)
of _____ (company name). Affiant further states that the matters and things stated therein are, to
the best of his knowledge and belief, true.

Signature Date

Subscribed and Sworn to before me this _____ day of _____, 20_____

MY COMMISSION EXPIRES: _____

_____ Notary’s Signature

RELEASE AND WAIVER OF LIEN(s)

Not applicable due to the primary contractor not hiring any sub-contractors.

We, the undersigned laborers, mechanics, suppliers, and subcontractors that have been employed or that furnished material relating to the construction, rehabilitation or remodeling of the property located at _____ by signing below, state that he/she has been fully paid by _____ for materials furnished and/or work performed on said property and hereby release and discharge the City of Tulsa, its agents, employees, and the property owner of and from any and all liabilities, obligations, claims and demands whatsoever arising from materials furnished and/or work performed on said property.

Furthermore, we, the undersigned laborers, mechanics, suppliers, and subcontractors in consideration of the above mentioned payment by _____ on said property agree to waive all liens which we, or any of us have or might have on the said property because of materials furnished or work performed for or in the construction, rehabilitation or remodeling of said property.

Company Name: _____ Address: _____

Signature of authorized principle Date

Company Name: _____ Address: _____

Signature of authorized principle Date

Company Name: _____ Address: _____

Signature of authorized principle Date

Company Name: _____ Address: _____

Signature of authorized principle Date

Contractor should substitute this page with contractor's invoice.

All pay requests should be 4 pages in total.