

Project Architect/Engineer's letterhead

Note to project architect/engineer: Phase listing below is a sample, please adjust your invoice to match the actual negotiated phases and payment schedule.

INVOICE
For

ARCHITECT/ENGINEER SERVICES
For the period of MM-DD-YYYY to MM-DD-YYYY
Invoice No. 4

Date of Invoice MM-DD-YYYY
Project Planner Name
Project Number: A-000000
Project Title: Agency, Building, Title of Work

Original Fee	\$200,000.00
First Amendment	<u>\$ 10,000.00</u>
Total Fee	\$210,000.00

<u>Phase</u>	<u>% Complete</u>	<u>Earned</u>
Concept and Schematic Design (15%)	100%	\$30,000.00
Design Development (20%)	100%	\$40,000.00
Construction Documents 30% Complete (13%)	50%	\$13,000.00
Construction Documents 60% Complete (13%)	0%	\$0.00
Final Construction Documents (14%)	0%	\$0.00
Bid Phase (2.5%)	0%	\$0.00
Construction Administration (17.5%)	0%	\$0.00
Contract Closeout / As-Built Documents (5%)	0%	\$0.00
First Amendment	100%	\$10,000.00
 Total Earned		<hr/> \$93,000.00
Less Previously Billed		\$70,000.00
 Total Amount Due this Invoice		<hr/> \$23,000.00