



Request for Payment Summary

Submit with RFP to:
strap.reimbursement@ncagr.gov

Checklist

Request for Payment Form

Signed by Inspector

Signed by Grantee staff submitting form

Cover Sheet

Invoice from Contractor: The following needs to be included on each invoice submitted:

Stream Segment(s)- segment name on invoice should match name on Scope of Work

How many linear feet of work were completed

Contractor name and contact information

Date

Organization being billed by Contractor

Receipts/invoices/or other documents for administrative costs

Please list all attached documents below

Construction/Engineering Invoices

Invoice Number	Contractor Name	Linear Feet	Invoice Total
Total Construction Cost			

Administrative Expenses Receipts/Invoices/Documents

Date	Document Name	Taxes	Amount
Total Administrative Reimbursement			
Total Reimbursement Request			