Appendix B

Payment Certificate Pro-forma

London Underground

Certificate

Contractor Name
Contractor Address

Project No	
Project Name	
Order Reference	
Original Order Description	
Certificate Id.	
Despatch Date	
Valuation Date	
Currency	GBP

	THIS CERTIFICATE	LAST CERTIFICATE	THIS PAYMENT
GROSS VALUATION	0.00	0.00	0.00
Contract Discount	0.00	0.00	0.00
TOTAL VALUATION	0.00	0.00	0.00
Less Retention Deduction	0.00	0.00	0.00
Plus Retention Release	0.00	0.00	0.00
Deductions:			
Income Tax	0.00	0.00	0.00
Liquidated Damages	0.00	0.00	0.00
Net Value of Work	0.00	0.00	0.00

NB: A copy of this Certificate must be attached to your VAT Invoice and sent to the Accounts Payable Address in order to receive payment.

Registered in England and Wales

Appendix C

Payment Periods

SCHEDULE OF PERIOD END DATES

For clarification and avoidance of doubt: The Contractor shall submit details of the sums sought for payment to the Company at intervals as shown below. Payment Applications are to be made no later than the Payment Period end date in which the work has been carried out. The application will then be assessed by the Company no later than 14 days after the due date for a Payment Application submission (also period end date) whereby the Company shall issue a Payment Notice for the assessed amount. The Contractor shall within 7 days issue a corresponding VAT invoice. A copy of the Payment Notice is to be attached to the invoice and submitted to the Accounts Dept for payment. The due date for payment shall be 21 days after the Company receives the Payment Application. The Final Date for Payment shall be 28 days following the due date for payment. Payment notification and/or pay less amounts will be notified prior to the Final Dates for Payment. In addition the Contractor is required to submit each week a summary of labour costs (plus any Additional Equipment and Materials) validated by the supporting (signed) shift reports (timesheets).