

**POE CONSTRUCTION, INC.**  
**SUBCONTRACTOR/SUPPLIER INVOICE**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_  
INVOICE #: \_\_\_\_\_  
PHONE: \_\_\_\_\_

THIS INVOICE COVERS WORK COMPLETED THRU THE MONTH ENDING: \_\_\_\_\_

JOB NAME: \_\_\_\_\_

POE JOB NO.: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

- |  |          |
|--|----------|
| 1. ORIGINAL CONTRACT AMOUNT                                    | \$ _____ |
| 2. APPROVED CHANGE ORDERS #1 THRU # _____                      | _____    |
| 3. REVISED CONTRACT AMOUNT                                     | _____    |
| 4. _____% COMPLETED TO DATE                                    | _____    |
| 5. LESS _____% RETENTION                                       | _____    |
| 6. TOTAL TO DATE   | _____    |
| 7. LESS AMOUNT PREVIOUSLY INVOICED (Line 6 from prior invoice) | _____    |
| 8. AMOUNT DUE THIS REQUEST                                     | _____    |

**SUBCONTRACTOR/SUPPLIER RELEASE**

**TO: The owner of the real property and work of improvement described above, its Construction Lender and Poe Construction, Inc.**

CONDITIONAL RELEASE

FINAL RELEASE

The undersigned does hereby represent and warrant that the undersigned has or will fully pay for all labor and materials, and any and all welfare, pension, vacation or other contributions required to be made on account of the employment of such laborers or mechanics so provided by the undersigned and does hereby agree to indemnify and hold each of the foregoing, the project, work or improvement and real property, free and harmless from any and all claims or liens for work completed through the above.

The undersigned does hereby represent and warrant that the undersigned has or will fully pay for all labor and materials, and any and all welfare, pension, vacation or other contributions required to be made on account of the employment of such laborers or mechanics so provided by the undersigned and does hereby agree to indemnify and hold each of the foregoing, the project, work or improvement and real property, free and harmless from any and all claims or liens for work completed through the above.

The undersigned waives and releases any mechanic's or materialman's lien, equitable lien, stop notice, bond or retainage claim right the undersigned has on the project described above for labor, services, equipment or material furnished by or through the undersigned to Poe Construction, Inc. through the date of \_\_\_\_\_ in consideration for payment of the sum of \$ \_\_\_\_\_ the receipt and sufficiency of which is hereby acknowledged; PROVIDED, that this waiver and release shall not be effective as to retainage or other payments under the undersigned's contract which are not currently due and payable to the undersigned; AND FURTHER PROVIDED that no portion of this waiver and release shall be effective in the event any drawee dishonors any payment instrument.

The undersigned does hereby release any and all mechanic's lien, stop notice, equitable lien, and labor and material bond rights against the above described property, for any labor, service, etc., purchased, acquired or furnished for use on said premises. This release is FINAL and is for the benefit of and may be relied upon by the owner, prime contractor, and construction lender, and the principal and surety on any labor and material bond posted for the project.

If payment is by check, this release is effective only when the check is paid by the bank upon which it is drawn in the amount of \$ \_\_\_\_\_.

Nothing herein shall be construed to waive or release any such rights which may accrue to the benefit of the undersigned for labor, services, equipment or material furnished to the above project subsequent to said date, or for compensation due to the undersigned for the following items which are in dispute: \_\_\_\_\_.

In consideration of this progress payment, the undersigned hereby agrees to defend, indemnify and hold Poe Construction, Inc. harmless from any claim, cause of action or liability, including but not limited to costs, expenses, arbitration fees, interest and reasonable attorney's fees, arising from any claims hereafter made on account of labor, services, equipment or material covered by this progress payment.

If payment is by check, this release is effective only when the check is paid by the bank upon which it is drawn in the amount of \$ \_\_\_\_\_.

FIRM NAME: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_