

# Payment Release Order

For Contractors

**Order No.:** PRO-2024-075

**Date:** 2024-06-19

**Contractor Information:**

Name: ABC Construction Ltd.  
Address: 123 Main Rd, Cityville, State, ZIP 12345  
Contact: contact@abcconstruction.com | +1 234 567 8901

**Project Reference:**

Project Name: Cityville Community Center Renovation  
Contract Reference: CCCR/2024/018

**Details of Payment to be Released:**

Description of Work	Invoice No.	Amount	Remarks
Completion of Phase 1 Interior Works	INV-0452	\$25,000.00	As per progress billing
Preliminary Site Preparation	INV-0453	\$8,350.00	Completed and inspected
<b>Total</b>		<b>\$33,350.00</b>	

**Payment Instructions:**

Payee Bank: XYZ Bank  
Account Name: ABC Construction Ltd.  
Account Number: 0056789421  
Mode of Payment: Bank Transfer

**Remarks:**

All works listed above have been verified and approved for payment  
Payment to be made within 5 business days from receipt of this order

**Authorized By,**

\_\_\_\_\_  
Name & Position  
(Company/Organization)  
**Received By,**

\_\_\_\_\_  
Contractor Representative  
Date:

**Important Notes:**

- Ensure all supporting invoices and certificates are attached before releasing payment.
- Verify work completion as per contract terms and project milestones.
- This document serves as an official instruction for payment disbursement.
- Any disputes should be raised promptly and in writing.
- Retain a signed copy for both parties' records.