

Final Payment Certificate

Date: _____
Certificate No.: _____

Project Name: _____
Project Location: _____
Contractor Name: _____
Contract No.: _____
Client/Employer: _____

Payment Details

Description	Amount (Currency)
Original Contract Value	_____
Total Approved Variations/Changes	_____
Total Previous Payments	_____
Retention Released	_____
Final Payment Due	_____

Amount in Words: _____

Remarks: _____

Authorized Representative
of Contractor

Date: _____

Authorized Representative
of Client/Employer

Date: _____

Important Notes:

- Final Payment Certificate confirms completion of works according to the contract and is typically issued upon project handover.
- Ensure all variations, claims, and defects liabilities are settled before releasing the final payment.
- This certificate should be counter-signed by both the contractor and the client/employer representatives.
- Retention and any outstanding payments should be clearly indicated and released as per contract terms.
- Original supporting documents and evidence of completion should be attached where required.