

# 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	_____
<b>Final Payment Due</b>	_____

**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.