

Contractor Payment Sheet

Date:

Payment Sheet No.:

Contractor Name:

Project Name:

Contact No.:

Supervisor:

Work & Payment Details

Description of Work	Unit	Quantity	Rate	Amount	Remarks
Total Amount					
Deductions					
Net Payable					

Prepared By:

Checked By:

Approved By:

Signature:

Important Notes

- Ensure all details and amounts are accurately filled before approval.
- Supporting documents (bills, invoices) should be attached where required.
- Payment is subject to the terms agreed in the contractor agreement.
- Retention and statutory deductions must be made as per company policy.
- Obtain necessary signatures from all designated authorities before processing payment.