

## PROMPT PAYMENT CERTIFICATION FOR LOCAL PUBLIC ASSISTANCE (LPA) PROJECTS

## **INSTRUCTIONS:**

<u>Prime Contractors:</u> Complete **Part I** of the form and send it to subcontractors and/or material supplier(s) after each estimate period, as applicable.

<u>Subcontractors and/or material supplier(s):</u> Complete **Part II** of the form and send it to NHDOT: oaoc@dot.nh.gov.

<u>IMPORTANT NOTICE</u>: This form is due to NHDOT by 10th of each month. You are required to submit your certification monthly even if you don't make any payments to subcontractors and/or material supplier(s) by reporting that "no payments were made to subs this month." Failure to complete this Prompt Pay reporting requirement may result in withholding of your next progress payment, final payment, issuing a corrective action plan, and/or cancellation of suspension of the contract in whole or in part.

Part I		Please fill in all fields.	]	
Progress Payment (	Not an invoice number) #:	Period Ending:		
Progress Payment (Not an invoice number) #:			(Day/Month/Year)	
Date Payment Rece	eived from municipality:			
Date Payment Made	e to Sub/Material Supplier:		Amount: \$	
		certify that the above payment re ontractor/material supplier for thi		
Printed Name		Signature		
Part II		Signature	Da	ıe
<u> </u>	(SUBCONTRACTOR	AND/OR MATERIAL SUPP	LIER CERTIFICATION)	
Name of Company:		Phone #:		
Check one:	Sub-Contracto	actor Material Supplier		
CERTIFICATION:	hereby certify this com	pany received payment fro	om the above Contracto	or in the
	amount of \$	on	(date)	
Our company is (ı	olease check as applicat	ole):		
, (I	• •	gress payment notedabove	ı	
		ill Owed: \$		ent noted above
Printed Name		Signature		Date