WILEY

SCHEDULE 9 - FORM OF PROGRESS PAYMENT CLAIM

Project:

Project Number:

Subcontractor:

Subcontractor ABN:

Subcontract Agreement No.:

Payment Application / Progress Claim No.:

Date:

Item	Description	Value	% Complete	Claimed to Date	Previously Authorised	This Claim
Original Subcontract Works						
1				0.00		0.00
2				0.00		0.00
3				0.00		0.00
Subtotal – Original Subcontract Works		$0.00	0.00%	$0.00	$0.00	$0.00
Variations and Other adjustments						
1				0.00		
2				0.00		
3				0.00		
Subtotal – Variations & Other Adjustments		$0.00	0.00%	$0.00	$0.00	$0.00
Total Claim		$0.00	0.00%	$0.00	$0.00	$0.00
Less Retention (Refer Note I)						
	Retentions Calculations **OR**	0.00	10.00%	0.00		
	Maximum Retention	0.00	5.00%	0.00		
	Total Retention Previously Held				0.00	
	Amount Held From This Payment					0.00
Subtotal				$0.00	$0.00	$0.00
Less Previous Payments (Excluding GST)						
Subtotal				$0.00		
Total of this Progress Claim (Excluding GST)				$0.00		$0.00
GST			10.00%	$0.00		$0.00
Total of this Progress Claim (Including GST)				$0.00		$0.00

1

Schedule 9 to the General Conditions of Subcontract (V 4.0 11/16)		
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Summary Of all Tax Invoices or Tax Credits Issued for this Subcontract				
Date	Invoice #	Amount Exc GST	GST	Amount Inc GST
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
Totals		$0.00	$0.00	$0.00

Notes

1   Maximum retentions are calculated upon the original Subcontract Sum plus all approved and unapproved variations.

2   All amounts above the GST line are to exclude GST.

3   Wiley will provide a Microsoft Excel version of this claim summary upon request. It is the user's responsibility to ensure all automatically calculating formulas (in blue) are correct.

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Statutory declaration for progress claim

I, _____ [**print name**], declare that at the date of this progress claim each of the following is true:

1   The Subcontractor has paid all wages, salaries and other employment entitlements of due and payable its employees engaged in the performance of work required under the subcontract.

2   The Subcontractor has ensured that each of its sub-Subcontractors have paid all wages, salaries and other employment entitlements of due and payable to their employees engaged in the performance of work required under the subcontract.

3   The Subcontractor has paid all money due and payable to its suppliers.

4   The Subcontractor has maintained in force all insurance policies required under the subcontract.

5   The Subcontractor has paid all payroll tax and other statutory requirements related to its employees and has ensured that its sub-Subcontractors have also done so in relation to their employees

6   I have personal knowledge of the matters declared in paragraphs 1 to 5 (inclusive) of this declaration and I am authorised by the Subcontractor to make this declaration.

I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1867

Signed

_____
[Person making the declaration]

Taken and declared before me at

_____
[town/city/suburb where statutory declaration is signed]

This _____ day of _____20

_____
Qualification of person who may take declaration[1]

_____

[1] Declarations can only be taken by any of the following:

- Justice of the peace, Commissioner for Declarations or Notary Public under the law of the State or the Commonwealth.
- Lawyer
- Another person authorised to administer an oath under the law of the State or the Commonwealth.

3

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	Wiley	Subcontractor