



**SURETEC INFORMATION SYSTEMS, INC.**  
**Subcontractor Voucher**

Date \_\_\_\_\_ Draw #: \_\_\_\_\_

Contractor: \_\_\_\_\_

Project: \_\_\_\_\_

Complete the following as you would like it to appear on the check

Subcontractor Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Invoice # \_\_\_\_\_ Invoice Date \_\_\_\_\_

- 1. Original Subcontract Amount/Purchase Order Amount
- 2. Change order amount
- 3. Adjusted Contract Amount
- 4. Total Completed & Stored To Date
- 5. Retainage @ \_\_\_\_\_%
- 6. Total Earned Less Retainage
- 7. Less Previous Disbursements
- 8. Current Payment Due

\$
\$
\$
\$
\$
\$
\$
\$
\$

Is this a final payment? YES \_\_\_\_ NO \_\_\_\_

Authorized for payment by: \_\_\_\_\_

(Contractor's Authorized Signature)

**NOTE: Request will not be processed without all of the corresponding invoices attached.**