**Payment Schedule Form**

(Your company name here if you have one)

(Your company’s owner name(s)

(Your full address)

(Your phone number)

**PROJECT ADDRESS:**

**CONTRACTOR:**

**CLIENT:**

**Payment Schedule as follows:**

|  |  |  |
| --- | --- | --- |
| **PROPERTY ADDRESS:**  123 Any street | **DATE** | **AMOUNT ($)** |
| **1st Payment (deposit for work)** | January 6 2020 | $4,000 |
| **Milestones and Benchmarks:** | | |
| **2nd Payment** |  | $18,000 |
| **Milestones and Benchmarks:**   * Flooring installed on main floor * Interior painting completed * Appliances hooked up and working properly | | |
| **3rd Payment (final payment upon satisfactory approval by the property owner)** |  | $18,000 |
| **Milestones and Benchmarks:**   * Bathroom renovation completed * Kitchen renovation completed * Flooring installed on 2nd floor * Exterior painting completed | | |
| **TOTAL: $40,000**  Print name: Your name/company    X. Your signature here  Print name: Contractor name/company  X. Contractors here |  |  |
| Notes: | | |