

**DENVER SERVICE CENTER  
CONSTRUCTION PAYMENT REQUEST APPROVAL FORM**

To: COR  
From: Construction Management Representative (CMR)  
Project: Park, PMIS #, Description  
Subject: Pay Estimate No. \_\_\_\_\_  
Contractor:  
Contract No.:  
Date:

DRAFT Pay Estimate Attached ☐ Yes

Work Completed on Pay Estimate No. \_\_\_\_ Reviewed and Accepted ☐ Yes ☐ No  
Comments: \_\_\_\_\_

Materials Delivered But Not Installed: ☐ Yes ☐ No  
Comments: \_\_\_\_\_

Unit price / Overruns (total) \$ \_\_\_\_\_  
Unit price/ Under runs (total) \$ \_\_\_\_\_  
Comments: \_\_\_\_\_

Previous Amount to Date is correct: ☐ Yes ☐ No  
Comments: \_\_\_\_\_

Schedule Update: Current ☐ Yes ☐ No  
Comments: \_\_\_\_\_

Certified Payrolls: Current ☐ Yes ☐ No  
Comments: \_\_\_\_\_

Waste Management Worksheet Updated with Current Totals: ☐ Yes ☐ No

CQC Reports (Daily, Test, Accessibility Inspection) Complete and Up-to-Date: ☐ Yes ☐ No

Close-Out Submittals (Project Record Drawings, O&M Manuals, etc): Current ☐ Yes ☐ No  
Comments: \_\_\_\_\_

Retainage: ☐ No ☐ Yes Amount:  
Reason: \_\_\_\_\_

Liquidated Damages: ☐ No ☐ Yes Amount withheld:  
No. of Days Past Completion:

Recommend Amount: \$ \_\_\_\_\_ PE# \_\_\_\_\_ % time \_\_\_\_\_ % \$ \_\_\_\_\_

CMR Signature: \_\_\_\_\_