

DESIGN CONSULTANT INVOICE (please select Milestones carefully)(use Allowance tab for Hourly or Lump Sum Items)



City of New York Parks & Recreation
 Olmsted Center
 Flushing Meadows - Corona Park
 Flushing, New York 11368

Invoice Date:		MWBE Req'd:	
Consultant Contract No: (CNYG No.):			
Parent Comptroller's Registration No.:		Date:	
Project Comptroller's Registration No.:		Date:	
Project Number:			
Work Order Number:			

Project Title:			
Payment No.:	Period From:		To:

Total Design Fee:	Total Allowance or Tasks:	WO Total:
M/WBE Monthly Update Included (If required) <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No* *If required and not included, the invoice will not be processed		

Amount Requested This Payment:	Prior Total - Pd. + Invoiced	Total Invoiced To Date	Cumulative % Complete
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A	B	C	D	E	F	G	H		I
Item No.	Use dropdowns on this page for Milestones. Enter Allowances or Tasks on the "Invoice Tasks & Allowances Tab"	Total Scheduled Value			Work Completed		Total Requested To Date (\$)	% of task done	Balance Remaining In Task
		Total Project Design Fee	Milest. % due	Total Value This Task (C x D)	Requested This Period	Previously Invoiced/Paid			
1									-
2									-
3									-
4									-
5									-
6									-
7									-
8									-
9									-
10									-
11									-

Firm Name and Address	Subtotal Page 1:
#N/A	We certify that the above invoiced amount is accurate and payment has not been previously received. Consultant Signature: _____ Title: _____

COMMENTS BY PROJECT MANAGER:	Subtotal Page 1: Subtotal Page 2: Subtotal Allowances:
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I have reviewed and approved this invoice & certify that the Consultant is entitled to payment: PM: _____ Signature _____ Deputy Chief/Team Leader/Director Signature: _____ Approved as to Form by Accounting Contract Admin.: _____	Payment No: _____ For \$: Tel. No: _____ Date: _____ Date: _____
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DESIGN CONSULTANT INVOICE (please select Milestones carefully) PAGE 2

Invoice Date:		MWBE Req'd:	
Consultant Contract No: (CNYG No.):			
Parent Comptroller's Registration No.:		Date:	
Project Comptroller's Registration No.:		Date:	
Project Number:			
Work Order Number:			
Project Title:			
Payment No:		Period From:	To:
Total Design Fee:		Total Allowance or Tasks:	WO Total:



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Amount Requested This Payment:		Prior Total - Pd. + Invoiced		Total Invoiced To Date		Cumulative % Complete			
A	B	C	D	E	F	G	H	I	
Item No.	Use dropdowns on this page for Milestones. Enter Allowances or Tasks on the "Invoice Tasks & Allowances Tab"	Total Scheduled Value			Work Completed		Total Requested To Date (\$)	% of task done	Balance Remaining In Task
		Total Project Design Fee	Milest. % due	Total Value This Task (C x D)	Requested This Period	Previously Invoiced/Paid			
12								-	
13								-	
14								-	
15								-	
16								-	
17								-	
18								-	
19								-	
20								-	
21								-	
22								-	
23								-	
24								-	
25								-	
26								-	
27								-	
28								-	
29								-	
30								-	
		Subtotal Page 2:							-

DESIGN CONSULTANT INVOICE - ALLOWANCES & ADDITIONAL PROFESSIONAL SERVICES

Invoice Date:	MWBE Req'd:
Consultant Contract No: (CNYG No.):	
Parent Comptroller's Registration No.:	Date:
Project Comptroller's Registration No.:	Date:
Work Order Number:	
Work Order Number:	



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 Flushing, New York 11368

Project Title:		
Payment No:	Period From:	Period To:
Design Fee:	Allowances:	Total:

Check All Boxes As Appropriate: Lump Sum Additional Professional Services

Amount Requested This Payment:	Prior Total - Pd. + Invoiced	Total Invoiced To Date	Cumulative % Complete
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A	B	C	D	E	F	G	H	I	
Item No.	Allowances, Tasks & Additional Professional Services - Please Enter Description Below	Lump/ Hourly	Total Scheduled Value		Work Completed		Total of Task Completed To Date (\$)	% of task done	Balance Remaining In Task
			Total This Task	Invoiced - Not Yet Paid	Previously Paid	Requested This Period			
1									-
2									-
3									-
4									-
5									-
6									-
7									-
8									-
9									-
10									-
11									-
12									-
13									-
14									-
15									-
16									-
17									-
18									-
19									-
Allowances Totals Entered To Date:				Subtotal Allowances This Period:					-