

# DRAW REQUEST



To	From		
Job Name or Address			
	<b>Phone:</b>	<b>E-Mail:</b>	
Job Number	Draw Request Date	Draw Request Number <b>DR-01</b>	

**THE FOLLOWING PROJECT DRAW IS HEREBY REQUESTED:**

First Draw per Agreement \_\_\_\_\_ \$ -

<b>TOTAL ADDS (DEDUCTS) THIS PROJECT DRAW</b>	\$ -

**TOTAL AMOUNT REQUESTED THIS PROJECT DRAW**      **\$ -**

**AGREEMENT SUMMARY:**

Initial Contracted Amount:	\$ -
Total Adds (Deducts) to Date:	\$ -
Adds this Request:	\$ -
Contract Total to Date:	\$ -

**PROJECT DRAW SUMMARY:**

**Payment Summary:**

Deposit + Initial Payment:    \$                  -

Total paid to date:    \$                  -

**Account Summary:**

Contract Total to Date:	\$ -
<b>Less Total Previous Paid:</b>	\$ -
Contract Balance to Date:	\$ -
Total This Project Draw:	\$ -
Balance after Payment this Request:	\$ -

**DRAW REQUEST ISSUED by:**

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**DRAW REQUEST ACCEPTED by:**

Client: \_\_\_\_\_

Date: \_\_\_\_\_

**ADMINISTRATIVE FOLLOWUP (NOT PART of DRAW REQUEST)**

Job Number	Request Date	Payment Date	Payment Amount
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