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Section A – Fill-in all fields - Project Information		
Date:	TRACS/Project#:	Estimate Month:
Prime Contractor	Subcontractor	Lower Tier Subcontractor
Contact Name & Title	Contact Name & Title	Contact Name & Title
Phone	Phone	Phone
Email	Email	Email
Section B – Questions		
1. Have all material certifications pertaining to this subcontractor been received? 2. Are all certified payrolls for the subcontractor submitted and approved for the estimate listed above? 3. Any reason to withhold payment or withdraw a previous made payment? If yes, provide explanation under other pertinent information 4. Any knowledge of subcontractor’s unsatisfactory work or progress? If yes, provide explanation under other pertinent information 5. Other pertinent information to list below? If yes, provide explanation below:	YES NO N/A YES NO N/A YES NO N/A YES NO N/A YES NO N/A	
Prompt Payment References: ADOT Contract Section 109.06 Prompt Pay ARS 28-6924		
If you have any questions while filling out this form, please contact BECO at (602) 712-7761 or Email us at: contractor/compliance@azdot.gov		