

SAMPLE MONTHLY ESTIMATE

Maui District Administration Building Roof Repairs

1234 Any Street, Kahului, Hawaii 12345 Phone: (808)123-1234

Fax: (808)123-1235

Email: name@email.com

Bill To: c/o District Engineer
 Maui District
 Highways Division
 Department of Transportation
 650 Palapala Drive
 Kahului, HI 96732

Date: _____
 Invoice No. _____
 Contract No. _____
 Purchase Order No. _____
 Project No: _____

Project Title: Maui District Administration Building Roof Repairs, Island of Maui

Periods Covered: *(full month pay period, head-to-tail format, first pay period from the NTP date to the following month similar to this sample):* July 10, 2022 through August 9, 2022

Bid Item No.	Description	Unit Price	Amount
1	Select Demolition – Roof	Lump Sum	\$ _____
2	Select Demolition – Eave/Soffit/Conference Room/Other	Lump Sum	\$ _____
3	Repair – Roof	Lump Sum	\$ _____
4	Repair - Eave/Soffit/Conference Room/Other	Lump Sum	\$ _____
5	Structural Work	Lump Sum	\$ _____
6	Environmental	Lump Sum	\$ _____
7	General Requirements	Lump Sum	\$ _____
Subtotal			\$ _____
Less Liquidated Damages per Section 1.04 of the Special Conditions.			\$ _____
Subtotal			\$ _____
Less 10% Retainage per Section 8.6 Retainage, of the General Conditions. <i>Refer to Section 8.6 of the General Conditions.</i>			\$ _____
Total Amount Due			\$ _____

Pursuant to Section 8.4 Progress and/or Partial Payments, of the General Conditions, I certify that services requested under the contract have been performed by Maui District Administration Building Roof Repairs Company according to the contract.

 First M. Last
 President
 Maui District Administration Roof Repairs Company