



Cornerstone Solutions Group

(Cornerstone Tree Farm, Inc.; Cornerstone Hardscapes Inc.; Cornerstone Solutions Group Holdings, Inc.; Tree Farm 2, Inc.; Hardscapes 2, Inc.; EMSM Holdings, Inc. ; EMSM Pasco, LLC)

Subcontractor Partial Payment Application

All Subcontractors and Major Material Suppliers:

The following documents are required with ALL applications for payment.

FAILURE TO SUBMIT ANY ITEMS LISTED BELOW WILL RESULT IN PAYMENT APPLICATIONS BEING REJECTED AND NOT PROCESSED UNTIL A COMPLETE AND ACCURATE APPLICATION IS SUBMITTED.

- PAY APPLICATION CHECKLIST ACKNOWLEDGEMENT** – REVIEW AND SIGN THE ACKNOWLEDGEMENT AT THE BOTTOM OF THIS PAGE. **ATTACH THIS COVER SHEET TO ALL PAYMENT APPLICATIONS.**
- AIA APPLICATION FOR PAYMENT** – COMPLETE THE AIA APPLICATION FOR PAYMENT. ALL APPLICATIONS FOR PAYMENT MUST BE ON THIS FORM.
- SCHEDULE OF VALUES** – PROVIDE A COMPLETE AND APPROVED SCHEDULE OF VALUES ON THE AIA FORM OR AN ALTERNATE FORM ACCEPTABLE TO AIA.
- SUPPLIER VENDOR LIST** – PROVIDE A COMPLETE SECOND TIER SUPPLIER VENDOR LIST SIGNED AND NOTARIZED.
- SUBCONTRACTOR LIEN WAIVER** – PROVIDE A CURRENT CONDITIONAL / UNCONDITIONAL LIEN WAIVER FOR YOUR COMPANY. CONDITIONAL AND UNCONDITIONAL SIDES MUST BE FILLED OUT. IF NOT APPLICABLE, WRITE IN “N/A” AND SIGN / NOTIARIZE BOTH SIDES.
- SECOND TIER SUBCONTRACTOR / SUPPLIER / VENDOR WAIVERS** – PROVIDE A CONDITIONAL / UNCONDITIONAL LIEN WAIVER FOR EVERY SUPPLIER / VENDOR OVER \$5,000 USED ON THE PROJECT. PROVIDE THIS EVERY MONTH EVEN IF NO WORK OCCURRED DURING THE BILLING PERIOD AND A ZERO DOLLAR WAIVER IS REQUIRED. CONDITIONAL AND UNCONDITIONAL SIDES MUST BE FILLED OUT. IF NOT APPLICABLE, WRITE IN “N/A” AND SIGN / NOTIARIZE BOTH SIDES.

THE FOLLOWING ITEMS WILL ALSO RESULT IN A PAYMENT HOLD IF NOT RECEIVED BY OUR OFFICE PRIOR TO SUBCONTRACTOR PAYMENTS BEING RELEASED:

- EXECUTED SUBCONTRACT
- CURRENT INSURANCE COMPLIANCE STATEMENT
- CURRENT LIABILITY AND WORKER’S COMPENSATION INSURANCE CERTIFICATE WITH ADDITIONAL INSURED ENDORSEMENT
- PROJECT SPECIFIC ITEMS – CERTIFIED PAYROLL, MATERIAL TAX RECORDS, ETC.

SUBCONTRACTOR ACKNOWLEDGEMENT:

I HEREBY CERTIFY THAT I HAVE REVIEWED THE REQUIREMENTS FOR PAYMENT LISTED ABOVE AND IN THE JHL SUBCONTRACT AGREEMENT. I ACKNOWLEDGE THAT FAILURE TO SUBMIT ANY OF THE REQUIRED DOCUMENTS SHALL BE GROUNDS FOR WITHHOLDING OF PAYMENTS IN ACCORDANCE WITH CORNERSTONE POLICY.

X _____
 Signature Printed Name & Title Date

Subcontractor Initial:

Date:

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

PAGES

TO OWNER:

PROJECT: [REDACTED]

APPLICATION NO: 0

Distribution to:

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

FROM CONTRACTOR:

[REDACTED]

VIA ARCHITECT:

PERIOD TO: [REDACTED]

PROJECT NOS:

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	[REDACTED]
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	0.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	0.00
5. RETAINAGE:		
a. [REDACTED] % of Completed Work (Column D + E on G703)	\$	0.00
b. [REDACTED] % of Stored Material (Column F on G703)	\$	Included in above
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	0.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	[REDACTED]
8. CURRENT PAYMENT DUE	\$	0.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

CONTRACTOR:

By: [REDACTED] Date: [REDACTED]

State of: [REDACTED] County of: [REDACTED]
 Subscribed and sworn to before me this [REDACTED] day of [REDACTED]
 Notary Public: [REDACTED]
 My Commission expires: [REDACTED]

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ [REDACTED]

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
 ARCHITECT:

By: [REDACTED] Date: [REDACTED]

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	[REDACTED]	[REDACTED]
Total approved this Month	[REDACTED]	[REDACTED]
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:
 APPLICATION DATE:
 PERIOD TO:
 ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD					
	<i>(Fill in & break down contract values)</i>								
	<i>(Add any change order(s) descriptions)</i>								
	GRAND TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

State Of County Of	SWORN STATEMENT	Date:
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_____ (Representative of Subcontractor) being duly sworn states the following:

That _____ is the (Subcontractor for improvements to the following real property located in
(Company Name)

_____, Florida describe as follows:
(City)

The following is a statement of each subcontractor, supplier and laborer for whom payment of wages or fringe benefits and withholdings is due but unpaid, with whom the (Subcontractor) has (Contracted) or (Subcontracted) for performance under the contract with the Pwner or lessee of the property, and that the amounts due to the persons as of the date of this statement are correctly and fully set foth opposite their names:

Name, address, phone number and Contact person of Subcontractor/Supplier or laborer	Type of improvement furnished	Total contract amount	Amount already paid	Amount currently owing	Balance to complete
Totals					

The subcontractor has no procured material from, or subcontracted with, any person other than those set forth above and owes no money for the improvement other than the sums set forth above.

I make this statement as the (Subcontractor) or as _____ of the (Subcontractor) to represent the Owner or lessee of the above-described premises and his or her agents that the property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth in this statement.

Representative of Subcontractor Signature

Representative of Subcontractor Name & Title

_____ County, _____

Subscribed and sworn to before me this

_____ day of _____, 2012

Notary Public:
My Commission Expires:



Cornerstone Solutions Group

(Cornerstone Tree Farm, Inc.; Cornerstone Hardscapes Inc.; Cornerstone Solutions Group Holdings, Inc.; Tree Farm 2, Inc.; Hardscapes 2, Inc.; EMSM Holdings, Inc. ; EMSM Pasco, LLC)

WAIVER AND RELEASE OF LIEN UPON PROGRESS PAYMENT

The undersigned lienor, in consideration of the sum of \$_____, hereby waives and releases its lien and right to claim a lien for labor, services or materials furnished through _____ (*insert date*) to _____ (*insert the name of your customer*) on the job of Cornerstone Solutions Group to the following property:

(description of property)

This waiver and release does not cover any retention or labor, services or materials furnished after the date specified.

Signed, sealed, and delivered this _____ day of _____, _____.

By: _____

Title: _____

Sworn to and subscribed before me this _____ day of _____ by _____, who is personally known to me or produced _____ as identification, and did take oath.

Notary Public

My Commission Expires: _____

CORNERSTONE SOLUTIONS GROUP

CONTRACTORS FINAL PAYMENT AFFIDAVIT

State of Florida
 County of _____

Before me, the undersigned authority, personally appeared _____, who, after being first duly sworn, deposes and says of his or her personal knowledge the following:

1. He or she is the _____, of _____, which does business in the State of Florida, hereinafter referred to as the "Contractor."
2. Contractor, pursuant to a contract with **Cornerstone Solutions Group**, hereinafter referred to as the "Owner," has furnished or caused to be furnished labor, materials, and services for the construction of certain improvements to real property located at _____, and as more particularly set forth in said contract.
3. This affidavit is executed by the Contractor in accordance with section 713.06 of the Florida Statutes for the purposes of obtaining final payment from the Owner in the amount of \$ _____.
4. All work to be performed under the contract has been fully completed, and all lienors under the direct contract have been paid in full, except the following listed lienors:

NAME OF LIENOR

AMOUNT DUE

Signed, sealed, and delivered this _____ day of _____, _____.

By: _____

Title: _____

Sworn to and subscribed before me this _____ day of _____ by _____, who is personally known to me or produced _____ as identification, and did take oath.

Notary Public _____

My Commission Expires: _____