

SUBCONTRACT  
JOB ACCEPTANCE FORM

Subcontractor \_\_\_\_\_

Subcontractor's business address \_\_\_\_\_

Subcontractor's Telephone number \_\_\_\_\_; e-mail: \_\_\_\_\_

The Subcontractor is licensed (or registered) in \_\_\_\_\_ (state), license (reg.) # \_\_\_\_\_

General Contractor \_\_\_\_\_

(address) \_\_\_\_\_

Owner(s) \_\_\_\_\_

(Owner(s)' address) \_\_\_\_\_

Date of Prime Contract between Owner(s) and the General Contractor \_\_\_\_\_

Project name and address \_\_\_\_\_

This "Subcontract - Job Acceptance Form" shall be incorporated and made part of the "Subcontract - Master Agreement" dated \_\_\_\_\_, that was previously entered into by and between the Subcontractor and General Contractor. All terms, provisions and conditions of the "Subcontract - Master Agreement" shall apply, except as may be specifically amended or supplemented by written terms set out in this Job Acceptance Form.

The Subcontractor shall perform the following "Work" in accordance with the Owner(s)' Plans and Specifications, as referenced in the Prime Contract, and the Subcontractor's Proposal (attached):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Job Performance Bond (if applicable) \$ \_\_\_\_\_

Work Commencement date \_\_\_\_\_ Work Completion date \_\_\_\_\_

**INSURANCE** - The Subcontractor has procured and will maintain in force for the duration of the Work the following policies of insurance, and will provide copies of these policies to the General Contractor prior to the commencement of Work:

Workers Compensation Insurance \_\_\_\_\_

General Liability Insurance \_\_\_\_\_

Automobile Liability Insurance \_\_\_\_\_

**COMPENSATION** - The General Contractor agrees to pay the Subcontractor for the satisfactory performance of the "Work" the amount of \$ \_\_\_\_\_. Progress payments will be made on this Subcontract in accordance with one of the following schedules:

(i) Payment schedule based on stated dates:

\$ \_\_\_\_\_ on the date of \_\_\_\_\_

\$ \_\_\_\_\_ on the date of \_\_\_\_\_

\$ \_\_\_\_\_ on the date of \_\_\_\_\_

(add additional payment schedule based on stated dates: as may be necessary)

(ii) Payment schedule based on the start of a stage of "Work":

\$ \_\_\_\_\_ to be paid \_\_\_\_\_ (stage of "Work")

\$ \_\_\_\_\_ to be paid \_\_\_\_\_ (stage of "Work")

\$ \_\_\_\_\_ to be paid \_\_\_\_\_ (stage of "Work")

(add additional payment schedule stages of "Work": as may be necessary)

In addition, an Advanced Payment Deposit for ordered materials and supplied shall be authorized and deducted from any subsequent progress or final payment.

**FINAL PAYMENT** - A final payment of \$ \_\_\_\_\_ will be made only after acceptance of the completed Work to the satisfaction of the General Contractor, and final approval by the Authority Having Jurisdiction (AHJ), if applicable.

**RETAINAGE** - The General Contractor may retain 10% (either of the lump sum Subcontract price or each progress payment, as applicable) during the progress of the "Work", and for \_\_\_\_\_ days after the final payment, to secure the payment of laborers, sub-subcontractors, suppliers and any others performing or furnishing labor or materials for the "Work" under this Subcontract.

SEEN AND AGREED TO:

\_\_\_\_\_

Subcontractor

\_\_\_\_\_

Date

\_\_\_\_\_

General Contractor

\_\_\_\_\_

Date