

IMPORTANT: Read instructions on reverse before completing this form.

CONSTRUCTION PROGRESS AND PAYMENT SCHEDULE

| | | | | |
|--------------|--------|---------------|--|-----------------|
| CONTRACT NO. | AMOUNT | CALENDAR DAYS | STARTING DATE | COMPLETION DATE |
| PROJECT | | | CONTRACTOR'S NAME & ADDRESS (Include Zip code) | |
| LOCATION | | | | |

| DESCRIPTION OF BRANCH OF WORK | PROGRESS SCHEDULE | | | | SCHEDULE OF PAYMENTS <i>(Use in conjunction with ARS Form 372)</i> | | |
|---|-------------------|--------------------------|----------------|-------------------|---|-------------------------------|--------------------------|
| | Value A | Percent of work B | DATE | | Completed this period E | Previously Completed F | Total Completed G |
| | | | Start C | Complete D | | | |
| 1. | | | | | | | |
| 2. | | | | | | | |
| 3. | | | | | | | |
| 4. | | | | | | | |
| 5. | | | | | | | |
| 6. | | | | | | | |
| 7. | | | | | | | |
| 8. | | | | | | | |
| 9. | | | | | | | |
| 10. | | | | | | | |
| 11. | | | | | | | |
| 12. | | | | | | | |
| 13. | | | | | | | |
| 14. | | | | | | | |
| 15. | | | | | | | |
| 16. | | | | | | | |
| 17. | | | | | | | |
| 18. | | | | | | | |
| 19. | | | | | | | |
| 20. | | | | | | | |
| 21. | | | | | | | |
| 22. | | | | | | | |
| 23. | | | | | | | |
| Following items to be used for Change Orders, Amendments, and other. | | | | | | | |
| 24. | | | | | | | |
| 25. | | | | | | | |
| 26. | | | | | | | |
| 27. | | | | | | | |
| 28. | | | | | | | |
| 29. | | | | | | | |
| 30. | | | | | | | |
| 31. | | | | | | | |
| TOTAL | | | | | | | |

REMARKS

| | | | |
|------------------------|------|--------------------------------|------|
| CONTRACTOR'S SIGNATURE | DATE | CONTRACTING OFFICER'S APPROVAL | DATE |
|------------------------|------|--------------------------------|------|

INSTRUCTIONS FOR COMPLETION OF FORM ARS – 371

The construction Progress - Payment Schedule shall be submitted within **14 calendar days after the date of receipt of Notice to Proceed.**

1. Complete blocks entitled: Contract Number, Amount, Calendar Days, Starting Date, Completion Date, Project, Location, and Contractor's Name and Address.
2. Complete Column A, **Value**, indicating a complete breakdown of each branch of work in dollar value.
3. Complete Column B, **Percent of Work**, showing the percentage of each branch of work in relation to the whole project.
4. Complete Columns C and D to show the approximate dates each branch of work will begin and be completed. Final completion date in Column D must not exceed the completion date at the top of the form.
5. Contractor shall sign the form at the bottom and submit to the Contracting Officer for his approval. An approved copy will be returned to the Contractor for his file.

This form is required even though partial payments are not requested. If partial payments are requested, a copy of the approved Form ARS-371 must accompany each Payment Request (Form ARS-372), and Columns E, F, and G must be filled in according to the work completed.