



## SAMPLE DOCUMENT

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# CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

UPON RECEIPT by the undersigned of a check from **(Maker of Check)** in the amount of **(Amount of check)** payable to **(Payee of check)** and when the check has been processed and has been paid by the bank upon which it is drawn, this document shall be void and the undersigned shall release any mechanic's lien, stop notice or bond right the undersigned has or may have in the future as **(Owner)** located at **(Job Description)** to the following extent.

**THIS RELEASE** covers a progress payment for labor, services, equipment, and material only and does not cover any retentions retained before or after the release date for work furnished before the release date for which payment has not been received or work furnished after the release date. Rights based upon work performed or material furnished under a written change order which has been fully executed by the parties prior to the release date are covered by this release unless specifically reserved by the claimant in this release. All rights of any mechanic's lien, stop notice, or bond right shall not otherwise affect this release, including rights between parties to the contract based upon a rescission, breach of the contract, or the right of the undersigned to recover compensation for labor, services, equipment, or material covered by this release if that furnisher of labor, equipment, or material was not compensated by the progress payment.

Before any receipt of this document relies on it, said party should verify the accuracy of the information the undersigned.

EXECUTED on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
**Company Name**

By \_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Title**

NOTE: This form is to be used by a party who applies for a progress payment when a progress check has not yet cleared the bank. This release only becomes effective when the check, properly endorsed, has cleared the bank.

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Conditional Waiver and Release Upon Progress Payment  
Project Name

THE UNDERSIGNED HAVE PERFORMED LABOR FOR WAGES ON T  
DESCRIBED ABOVE AND HAVE BEEN PAID IN FULL TO DATE

Signature of Individual Performing Labor for Wages Date

Signature of Individual Performing Labor for Wages Date

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# CONDITIONAL WAIVER AND RELEASE UPON FIN

UPON RECEIPT by the undersigned of a check from (Maker of Check) in t of Check) payable to (Payee of Check) and when the check has been p has been paid by the bank upon which it is drawn, this document shall be release any mechanic's lien, stop notice, or bond right the undersigned h (Owner) located at (Job Description).

THIS RELEASE covers the final payment to the undersigned for all labor, s material furnished on the job, except for disputed claims for additional w \$(Amount). Before any receipt of this document relies on it, the party sh payment to the undersigned.

EXECUTED on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Company Name

BY \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

NOTE: This form is not effective until the check that constitutes final pay endorsed, and has cleared the bank.

THE UNDERSIGNED HAVE PERFORMED LABOR FOR WAGES ON T DESCRIBED ABOVE AND HAVE BEEN PAID IN FULL TO DATE

\_\_\_\_\_  
Signature of Individual Performing Labor for Wages

\_\_\_\_\_  
Date

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Signature of Individual Performing Labor for Wages

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Date

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Signature of Individual Performing Labor for Wages

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Signature of Individual Performing Labor for Wages

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Date

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Signature of Individual Performing Labor for Wages

\_\_\_\_\_  
Date

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Conditional Waiver and Release Upon Final Payment  
Project Name

\_\_\_\_\_  
Signature of Individual Performing Labor for Wages

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Date

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Signature of Individual Performing Labor for Wages

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# UNCONDITIONAL WAIVER AND RELEASE UPON FINAL PAYMENT

THE UNDERSIGNED has been paid in full for all labor, services, equipment (Your Customer) on the job of (Owner) located at (Job Description) and release any right to a mechanic's lien, stop notice, or any right against bond on the job, except for disputed claims for extra work in the amount of

EXECUTED on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Company Name

BY \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**NOTE: This document waives rights unconditionally and states that for giving up those rights. This document is enforceable against you if you have not been paid. If you have not been paid, use the conditions**

THE UNDERSIGNED HAVE PERFORMED LABOR FOR WAGES ON THE JOB DESCRIBED ABOVE AND HAVE BEEN PAID IN FULL TO DATE

\_\_\_\_\_  
Signature of Individual Performing Labor for Wages

\_\_\_\_\_  
Date

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Signature of Individual Performing Labor for Wages

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Unconditional Waiver and Release Upon Progress Payment  
Project Name

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Signature of Individual Performing Labor for Wages

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Date

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# UNCONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

THE UNDERSIGNED has been paid and has received a progress payment in the amount of **\$(Amount)** for labor, services, equipment or material furnished to **(Your Customer)** of **(Owner)** located at **(Job Description)** and does hereby release any and all notice or bond right that the undersigned has on the above referenced job to the extent of the above payment.

THIS RELEASE covers a progress payment for labor, services, equipment or material furnished to **(Your Customer)** through **(Date)** only and does not cover any retention of title or other rights after the release date; extras furnished before the release date for which no payment has been received; extras or items furnished after the release date. Rights based on title or items furnished under a written change order which has been fully executed prior to the release date are covered by this release unless specifically retained in this release. This release of any mechanic's lien, stop notice, or bond does not otherwise affect the contract rights, including rights between parties to the contract, in the event of a rescission, abandonment, or breach of the contract, or the right of the undersigned to receive compensation for furnished labor, services, equipment, or material covered by this release that furnished labor, services, equipment, or materials was not compensated for by the progress payment.

EXECUTED on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Company Name

BY \_\_\_\_\_

Signature

\_\_\_\_\_  
Title

**NOTE: This document waives rights unconditionally and states that the undersigned is giving up those rights. This document is enforceable against you only if you have not been paid. If you have not been paid, use conditional release.**

NOTE: This form is to be used to the extent that a progress payment has been received by the releasing party.

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Project Name

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