

KEKA CONTRACTORS

PAYMENT SCHEDULE

- 1- All invoices must be approved for Administrator Department.
- 2- Payment date is determined by when houses are completed by the dead line date, which will be the 15th and 30th of every month.
- 3- All payments are made by the following schedule.
- 4- When houses are completed between the 1st, and the 15th, of any month:
 - 1- Checks will be processed on the 10th, on the following month.
 - 2- Checks can be pickup after 12:00 pm on each pay day.
- 5- When houses are completed between the 16th, and the 31st, of any month:
 - 1- Checks will be processed on the 25th, on the following month.
 - 2- Checks can be pickup after 12:00 pm on each pay day.

EXCEPTIONS:

- 1- If either the check processing day or the check pickup day falls on a weekend or holiday, the above schedule will be delayed until the next business day.

Subcontractor Signature

Date

Keka Contractors Signature

Date