



**SOSSAMON**  
CONSTRUCTION

CONSTRUCTION MANAGEMENT

## JOINT CHECK AGREEMENT

**THIS AGREEMENT** entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_\_,  
between Sossamon Construction, (hereinafter referred to as Prime Contractor),  
\_\_\_\_\_, (hereinafter referred to as Subcontractor), and  
\_\_\_\_\_, (hereinafter referred to as Supplier).

### WITNESSETH

1. The aforesaid parties agree that any invoice hereafter submitted by Supplier to Subcontractor covering materials purchased for use on the project known as: \_\_\_\_\_, (hereinafter referred to as the Project) shall be paid within Prime Contractor's standard payment terms by a negotiable check drawn by the Prime Contractor in the exact total of such unpaid invoices and made payable jointly to Subcontractor and Supplier.

2. The sole purpose of this Joint Check Agreement is to provide for payment of invoices submitted by Supplier on its sales of materials to Subcontractor for use on the Project. Only material purchased for this project can be made part of this agreement. Prime Contractor must be satisfied all materials are on site before any payment for stored materials is made. The material purchased for this project is \$ \_\_\_\_\_ .

3. It is supplier's responsibility to send copies of invoices each month to Subcontractor to assure payment. Only invoices submitted by supplier and subcontractor with approvals of both will be processed for payment.

4. A statement of no payment due from supplier each month must accompany subcontractors request for payment or joint check status is automatic each month.

**IN WITNESS WHEREOF**, the parties hereto have executed this AGREEMENT this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_ .

|                              |               |          |
|------------------------------|---------------|----------|
| <u>Sossamon Construction</u> | _____         | _____    |
|                              | Subcontractor | Supplier |
| _____                        | _____         | _____    |
| Name                         | Name          | Name     |
| _____                        | _____         | _____    |
| Title                        | Title         | Title    |