



STELLAR J CORPORATION
COMPLETE PAY APPLICATION FORMS PACKAGE
FOR SUPPLIERS

**PROJECT: DURHAM WRRF PHASE 6B DIGESTER PROJECT– PW Job No. 7203
SJC JOB NO. 25006**

THIS COMPLETE PAY APPLICATION PACKAGE INCLUDES THE FOLLOWING FORMS:

- 1) Application For Payment
- 2) Sub-Subcontractor, Subcontractor, and Trade Union Disclosure Form **(SEE NOTE ***)**
- 3) Conditional Waiver and Release Upon Progress Payment
- 4) Conditional Waiver and Release Upon Final Payment

ALL LISTED FORMS SHALL BE COMPLETED IN THEIR **ENTIRETY***** AND SUBMITTED – ALONG WITH SUPPLIER’S INVOICE BY EMAIL TO ALL OF THE FOLLOWING LISTED PARTIES:

AP@STELLARJ.COM

Casey@stellarj.com – Project Manager

Krista@stellarj.com – Project Administrator

CCoombes@stellarj.com – Compliance Administrator

ON ALL FORMS, PLEASE INCLUDE THE FOLLOWING INFORMATION:

- The PO Number (i.e., **PO25006-XXX**)
- The Legal Name of Supplier
- The Supplier’s mailing address

FAILURE TO SUBMIT A COMPLETE PAY APPLICATION TO CONTRACTOR WITH ALL REQUIRED IDENTIFYING INFORMATION MAY DELAY PAYMENT

NOTE*** If Supplier does not have any sub-tier subcontractors, suppliers or consultants, please mark “Not Applicable” on the form and return with your payment package.



APPLICATION FOR PAYMENT

Purchase Order No. PO25006-
Project: DURHAM WRRF PHASE 6B
DIGESTER PROJECT
SJC Job No. 25006

SJC Job No. 25006

Application Date:
Application No.
Period Ending:

Invoice Date (if different):
Invoice No.:

TO CONTRACTOR:
STELLAR J CORPORATION
1363 Down River Drive
Woodland, WA 98674

SUPPLIER'S ADDRESS:

Table with 3 columns: Item Number, Description, Amount. Includes items like ORIGINAL PURCHASE ORDER AMOUNT, REVISED PURCHASE ORDER AMOUNT, TOTAL COMPLETED & STORED TO DATE, etc.

INVOICES MUST BE SUBMITTED WITH ALL SUPPORTING DOCUMENTATION VIA EMAIL

I hereby represent that I have reviewed the relevant records of Supplier and have personal knowledge to make the following representations. I hereby certify that the work performed and the materials supplied to date, as shown above represent the actual value of accomplishment under the terms of the Purchase Order...

(Legal Name of Supplier)

By: (signature)

Name: (printed or typed)

Title:

Date:



**SUB-SUBCONTRACTOR, SUPPLIER,
AND TRADE UNION DISCLOSURE
FORM**

Purchase Order No. PO25006-_____
Project: DURHAM WRRF PHASE 6B
DIGESTER PROJECT
SJC Job No. 25006

SUPPLIER: _____

Related Payment Application No. _____ Related Invoice No. _____

Identify all materialmen, suppliers, contractors, and subcontractors that have or will perform work on or in connection with the performance of this Purchase Order in excess of \$10,000.00 or 5% of the Purchase Order Amount, whichever is greater.

| Sub-Subcontractor / Supplier | Contact Person | Phone Number | Cost Incurred to Date | Total Anticipated Cost |
|------------------------------|----------------|--------------|-----------------------|------------------------|
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Identify all trade unions that have or will provide labor in connection with the performance of this Purchase Order.

| Trade Union | Contact Person | Phone Number | Fringe Benefits Incurred to Date | Total Anticipated Fringe Benefits |
|-------------|----------------|--------------|----------------------------------|-----------------------------------|
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I hereby certify that the above information accurately identifies all materialmen, suppliers, contractors, subcontractors and trade unions used on or in connection with the performance of this Purchase Order.

(Legal Name of Supplier)

By: _____
(signature)

Name: _____
(printed or typed)

Title: _____

Date: _____



**CONDITIONAL WAIVER AND RELEASE
UPON PROGRESS PAYMENT**

Purchase Order No. PO25006-_____
Project: DURHAM WRRF PHASE 6B
DIGESTER PROJECT
SJC Job No. 25006

The undersigned, _____ (“Supplier”), upon receipt of a check in the sum of _____ Dollars (\$ _____) (“Current Progress Payment Due”) payable to Supplier, and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, hereby waives and releases any construction lien, stop notice, bond claim and other claim that Supplier has or may have with respect to its portion of the Work on the **DURHAM WRRF PHASE 6B DIGESTER PROJECT** located at Durham Water Resource Recovery Facility – 16580 SW 85TH Avenue, Washington County, City of Tigard, State of Oregon 97224 (“Project”) under and related to the Contract Documents for the Project between Stellar J Corporation (“Contractor”) and the CLEAN WATER SERVICES, an Oregon Water Resources Management Utility Company (“Owner”) dated December 2, 2025 to the following extent.

The undersigned represents, upon receipt of the Current Progress Payment, the status of its contract will be as follows:

Contract Amount: \$ _____
Amount paid to date: \$ _____

This waiver and release is effective as to Stellar progress payment(s) number(s) _____ and/or Supplier invoice number(s) _____ for labor, services, materials and equipment furnished and all other claims by Supplier and its subcontractors and suppliers at all tiers during the period commencing on and including _____ and ending on and including _____.

This document may be relied upon by Contractor, Owner, any lender providing financing for the Project and any surety on any applicable bond; provided that any party intending to rely upon this document should first verify evidence of payment to Supplier of the full amount set out above.

(Legal Name of Supplier)

By: _____
(signature)

Name: _____
(printed or typed)

Title: _____

Date: _____



**CONDITIONAL WAIVER AND RELEASE
UPON FINAL PAYMENT**

Purchase Order No. PO25006-_____
Project: DURHAM WRRF PHASE 6B
DIGESTER PROJECT
SJC Job No. 25006

The undersigned, _____ (“Supplier”), upon receipt of a check in the sum of _____ Dollars (\$) _____ payable to Supplier, and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, hereby waives and releases any construction lien, stop notice, bond claim and other claim that Supplier has or may have with respect to its portion of the Work on the **DURHAM WRRF PHASE 6B DIGESTER PROJECT** located at Durham Water Resource Recovery Facility – 16580 SW 85TH Avenue, Washington County, City of Tigard, State of Oregon 97224 (“Project”) under and related to the Contract Documents for the Project between Stellar J Corporation (“Contractor”) and the CLEAN WATER SERVICES, an Oregon Water Resources Management Utility Company (“Owner”) dated December 2, 2025.

This waiver and release is effective as to final payment for all labor, services, materials, and equipment furnished by Supplier and its subcontractors and suppliers at all tiers.

This document may be relied upon by Contractor, Owner, any lender providing financing for the Project and any surety on any applicable bond; provided that any party intending to rely upon this document should first verify evidence of payment to Supplier of the full amount set out above.

(Legal Name of Supplier)

By: _____
(signature)

Name: _____
(printed or typed)

Title: _____

Date: _____