OPERATION REFERENCE		OPERATION NAME																														
Invoice / RR Type (*Single Payment Claim or Multiple Payment Claim*)	Invoice / RR Reference Number (*as inserted in MCIS*)	Contract Reference Number (*as inserted in MCIS*)	Contract Title (*in short*)	Contractor	Net (*Public Eligible only*)	VAT (*Public Eligible only*)	Total Public Eligible (*Net + VAT*)	MA Verification Report Reference Number	Status of MA Verification Report	Availability of Documentation																									Comments and/or Follow-up needed.
										Do the details on the invoice match with the 'payment claims details' and were they confirmed correct arithmetically?			Is the payment in line with the Grant Agreement and Eligibility Rules?			Have the supplies been delivered in line with the Contract's Period of Execution?			Pre-financing and/or Mobilisation Payment Is the invoice covered by a valid pre-financing and/or mobilisation guarantee?			A valid pre-financing and/or mobilisation guarantee (up to 100% amortization) to cover the pre-financing and/or mobilisation payment.			Partial Provisional and/or Provisional Acceptance Certificate (P.P.A.C / P.A.C) or Final Acceptance Certificate (F.A.C.)			Retention Payment: A retention guarantee to cover the retention payment			Fiscal Receipt in line with VAT legislation			Addendum/a to the Contract			
										Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	
				TOTAL																												

Invoice / RR Number *(as inserted in MCIS)*	Contract Ref No. *(as inserted in MCIS)*	Was payment executed in line with the payment schedule in the contract?			Is the invoice covered by a valid performance guarantee?			Is the Insurance Policy a costed BoQ item?			Is the Insurance Policy valid and compliant with the Contract Conditions?			Is an MA approval to the contract modification/s in file?			For contracts above the EU threshold, for the approval of new rates / items only, was this published in the OJEU?			Has the contract increased in value following the MA approved modification/s to the contract ?		
		Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A