

# INVOICE

Invoice 25-29  
Date: February 3, 2025



**Make Checks Payable to:**  
Principle Design Engineering, PLLC  
116 East Main Street, Suite 1  
Norwich, New York 13815  
607-204-0609

**Client:** Robin Avolio, Director  
South New Berlin Library  
3320 State Highway 8  
South New Belin, NY 13843  
[sn.robins@4cls.org](mailto:sn.robins@4cls.org)

<b>Contract Date:</b>	June 22, 2021
<b>Contract Description:</b>	Library Expansion
<b>Duration of Invoice:</b>	January 2025
<b>Description of Services:</b>	<ul style="list-style-type: none"><li>• Site-Visit to Review Floor System Decay</li><li>• Processed/Reviewed Two Payment Applications</li><li>• Advised Contractor on Repair</li></ul>

Task	Scheduled Value	Rate	Payment Received	Payment Due this Period
<b>Task 1</b> Design & Planning	\$13,500 - \$15,000	-	\$14,420	-
<b>Task 2</b> Bid/Award Services	up to \$500 (upset limit)	-	\$500	-
<b>Task 3</b> Construction Assistance	up to \$2,000 (upset limit)	3.5 hr/\$110	\$1,101	\$385
			<b>TOTAL AMOUNT DUE:</b>	<b>\$385</b>

Our fees are not contingent, and payment is due upon receipt of the statement. If the firm (Principle) has not received any comment about the statement within 30-days of its receipt, it is assumed to be found acceptable. As a means of encouraging timely payment of our statements, we reserve the right to add a finance charge of 1.5% (18% APR) per amount past due. If any statements remain unpaid for more than 90-days, we may, subject to our ethical and professional obligations, cease to perform services until satisfactory arrangements have been made for the payment of the unpaid statements, and future fees. In fairness to our many clients who promptly pay their statements each month, we reserve the right to take appropriate actions with respect to such delinquent accounts. Professional documents provided shall be considered null and void, contact with regulating authorities and/or approving bodies will be made to make them aware of the incomplete compensation. Applicable professional files will be considered no longer valid (e.g., drawings, specifications, determinations, letters, etc).