

Apttus Retainage Invoices

Retainage Invoice Facts



- Email retainage invoices to our AP department at APInvoicesETP.Mailbox@energytransfer.com.
- Retainage invoices are managed by the assigned Cost Analyst per each work offer.
- Retainage invoices are not processed through Apttus.
- If retainage is being deducted on a work offer, and all project work has been completed, vendor submits a retainage release invoice.
 - Be sure to include a copy of the Exhibit G affidavit as back-up when submitting the retainage invoice
 - A copy of the Exhibit G can be obtained from the assigned Cost Analyst
- Most retainage is released 120-days after the project work has been completed.
- Questions for retainage release should be sent to the assigned Cost Analyst.