## To

## **Canvas Construction Inc.**

No. 00002

123 Main St, City, State 12345 Phone (555)555-5555 www.gocanvas.com

Date 09/17/2019		Daily Field Report			
Project Name		Weather Conditions		Foreman	
Foundation of Main St		Clear		Luke	
Number of Employees on The Project			Job Phase		
7		Beginning stages			
Hangers	Tapers		Framers		Finishers
2	3		1		1

**Description of Work Performed Today** 

Debris was cleared and beginning stages of project took place.

Accidents, Delays, Remarks

Rain

**Equipment On Job; Transferred Equipment to other Jobs** 

Helmets and gloves

Material/Equipment Needed for Upcoming days/Phases

Lift

**Construction Progress Report** 

Progress up to date.

**Daily Time Card Report** 

Name	Start Time	Stop Time	Phase	Labor Code	<b>Total Time</b>
Bob	08:30 PM	05:30 PM	Beginning	5250 Welding	21:00
Sam	08:30 AM	05:00 AM		9350 Hanging Labor	20:30

Notes/Comments	Signature
	09/17/2019