Construction Work Order Form

Work Order Form	
From: (Name of the Company)	Work Order #:
Street Address:	Work Order Date:
City/State/Zip:	Vendor/Contractor #:
Phone: Fax: Email:	Vendor/Contractor Name: Address: City/State/Zip:
Web Address:	Phone:
Construction Work Details	
Type of Construction Job	Development of Property
Plumbing required:	Electrical Installations required:
Materials Required:	

Reset Form

Work Details				
Qty	**Description**	**Work Code**	**Price**	**Total Price**
			Sub Total	($)
			Taxable	($)
			Rate of Tax	($)
			Total tax	($)
			Others	($)
			Sum Total	($)

Delivery Date of work:	Actual date of completion:

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NOTE

No payments will be made other than the payments defined or mentioned in this construction work order and such payment will be authorized by our accounts manager. Payments will be made in phases or depending on the completion of each job description.

Payments will be made 30 days from the completion of each job description.

Payments will be made after taxes and after discounting any items as mentioned above.

This construction work order has been created based on the discussion in the pre-construction meeting.

_____ _____

Authorized Signature Date:

Sample Forms Reset Form