



GENERAL CONTRACTOR DAILY FIELD REPORT

Project				Weekday	
Job#	G.C.	P.M.	Superintendent	Date	
Weather Conditions					
Visitors/Meetings			Inspections/Results		

SUBCONTRACTORS	WORKERS	HOURS	WORK PERFORMED
Superintendent			
Carpenters			
Laborers			
Demolition			
Framing			
Drywall			
Taping			
Electrical			
Mechanical			
Plumbing			
Fire Alarm			
Low Voltage			
Painting			
Flooring			
Ceilings			
Other (describe)			

PERCENTAGE OF WORK COMPLETE BY TRADE

Demolition: | Electrical: | Fire Alarm: | Storefront: | Laborers: | Framing:
 | Other(describe): | Low Voltage: | Flooring (describe): | Millwork: | Drywall: | Mechanical:
 | Painting: | Ceilings: | Tapings: | Plumbing: | Carpentry: | Overall%:

Material Deliveries/Purchases	Equipment Rentals	Hrs

Extra Work Requests – Indicate requesting party and scope	Safety
	Safety Meeting: (Y/N), and Topic:
	Accident on Job? (If yes, attach report)

Items Delaying Progress (if applicable – list specific items, use reverse side if needed)

Daily Field Reports to be submitted daily via email to Saltire project manager. Site super shall attach all related pertinent documents as noted on the form.

Submitted By:	Reviewed By Project Manger
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