TRUST MASTER

TIME & MATERIAL WORKLOG

SERVICE: Vacancy Management

MN Lic # 20506673 • Bonded • Insured

Customer/Contact:	**E-mail:**	**Date:** 10-20-06
Address:	**Phone (o):**	**County:** Hennepin
City/State/Zip:	**Phone (d):**	**Number:** TM218VM

MATERIAL & RENTAL DESCRIPTION	*COST*
6x1-5/8" exterior construction screws 1/2"- 4x8 CDX plywood (17 sheets)	$181.54
3000 watt generator rental	$43.11
1/2"- 4x8 CDX plywood (12 sheets)	$127.16
TOTAL	$351.81

WORK DESCRIPTION	*DATE*	*ELAPSED TIME @ $80*	*COST*
Property Address: • Material & rental pickup and delivery. • Boarded up all windows and doors.	10/20	9:00 am - 3:00 pm (6 hours)	$480
Property Address: • Material & rental pickup and delivery. • Boarded up all 1st floor windows in rear of complex.	10/23	9:30 am - 12:30 pm (3 hours)	$240
Property Address: • Boarded up all 1st floor and 2nd floor doors in rear of complex. • Boarded up 1st floor front door.	10/24	10:00 am - 3:00 pm (5 hours)	$400
LABOR TOTAL			$1,120.00
MATERIAL & RENTAL TOTAL			$351.81
WORK ORDER TOTAL			$1,471.81
BALANCE DUE			**$1,471.81**

EXAMPLE