



DAILY TIME AND MATERIALS RECORD

CONTRACTOR	PROJECT NAME (SECTION)	CONTRACT NO.	
SUB-CONTRACTOR	HIGHWAY	COUNTY	EWO NO. DATE OF WORK

DESCRIPTION OF WORK

REMARKS

LABOR	NAME	CRAFT GROUP NO.	HOURS		MATERIALS	DESCRIPTION	QUANTITY	UNIT
			ST	OT				
					DO NOT LIST: "ALL" "LUMP SUM" OR "PER ATTACHED INVOICE"			

EQUIPMENT	CONTR.	TYPE OF EQUIPMENT	MANUFACTURER	MODEL NO.	YEAR AND/OR SERIAL #	GAS	DIESEL	SIZE, CAPACITY, HP CFM, AXLE CONFIG.	PAY ATTACHMENT	OPER	STDBY

SEE THE INSTRUCTIONS ON THE COVER. The Time and Materials Record is prepared each day by the Inspector and signed by the Contractor's Representative. Original to the Contractor Representative, copy one to Construction Contract Services with Contractor's billing, copy two to Project Manager, copy three to Originator.	CONTRACTOR'S REPRESENTATIVE SIGNATURE	PREPARED BY SIGNATURE	CERT NO.
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