CONTRACTOR'S MONTHLY RECORD OF WORK / PAYROLL LOG SHEET

PROJECT: _____
FEDERAL NO: _____
P. W. JOB NO: _____
COUNTY: _____
CONTRACTOR: _____
PUBLIC WORKS ENGINEER:

START DATE: _____
SUSPENDED: _____
RESUMED: _____
COMPLETED: _____

Reporting Period: _____ _____
FROM TO

Corresponding Invoice Number: _____

Sheet 1 of _____

WEEK ENDING	PRIME:	SUB: DATE:	SUB: DATE:	SUB: DATE:	SUB: DATE:	SUB: DATE:	SUB: DATE:	SUB: DATE:	SUB: DATE:

THROUGH DATE IS USUALLY A SATURDAY	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV	WORK	DATE RECD	LCO REV
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INSTRUCTIONS: THE PRIME CONTRACTOR IS RESPONSIBLE FOR TRACKING WHEN THEY AND ALL SUBCONTRACTORS WORK ON SITE -- ALL SUBCONTRACTORS MUST BE APPROVED BY PUBLIC WORKS PRIOR TO UTILIZING THE SUBCONTRACTOR ON SITE. ALL APPROVED SUBCONTRACTORS SHALL BE LISTED HEREON. THE "WEEK ENDING" DATE SHALL BE ANNOTATED IN THE LEFT COLUMN. THE CONTRACTOR SHALL PLACE AN "X" IN THE WORK COLUMN CORRESPONDING WITH EACH WEEK THE SUBCONTRACTOR WORKED ON SITE. THE PRIME CONTRACTOR SHALL INSERT THE DATE THE SUBCONTRACTOR'S PAYROLL IS RECEIVED IN THE "DATE RECD" COLUMN. THE "LCO REV" COLUMN IS FOR AUDITOR USE ONLY.

REQUIRED ATTACHMENTS: A PAYROLL FROM EACH CONTRACTOR (INCLUDING THE PRIME) WHO PERFORMED WORKED ON SITE DURING THIS REPORTING PERIOD IS ATTACHED.

CERTIFICATION: I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND ACKNOWLEDGE THAT THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE INFORMATION MAY SUBJECT THE CONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

_____ PRINTED NAME AND TITLE

_____ SIGNATURE

_____ DATE SIGNED