[](https://goo.gl/9RXDs2)**CONSTRUCTION PROJECT EXECUTIVE SUMMARY**

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| --- | --- | --- | --- |
| **COMPANY CONTACT INFO** |  | **ONSITE CONTACT INFO** |  |
| **PROJECT NAME** |  | **PROJECT LEAD** |  |
| **PREPARED BY** |  | **DATE** |  |
|  |  |  |  |
| **PROJECT STATUS OVERVIEW** |  |  |  |
| **MILESTONE** | **STATUS** | **START DATE** | **COMPLETION DATE** |
|  |  |  |  |
| **BUDGET UPDATES** |  |  |  |
| **ENHANCEMENTS** | **ESTIMATES** | **VARIANCE** | **TIME & MATERIAL UPDATES** |
|  |  |  |  |
| **PROJECT ISSUES** | **PROJECT RISKS** | **PROJECT CHANGE ORDERS** | **PROJECT SUMMARY NOTES** |
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