**DAILY PROGRESS REPORT**

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| **Project Details** |
| **Project Name** | **Job Number** | **Contractor Name** |
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| **Superintendent Name** | **Date** | **Weather And Temperature** |
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| **Today's Overall Progress** |
| Describe today's overall progress. Utilize Sketches/Diagrams, correction notice(s), delays and causes, change recommendations, etc. |
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| **Workers present on site** | **Work completed** | **Equipment used** | **Progress details** |
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| **Estimated Quantities** |
| **Task Location** | **Description Of Work** | **Item #** | **Today's Total** | **Overall Total** |
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| **Describe Any Delays And / Or Incidents** |
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| **Additional Remarks** |
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| **Preparer Name and Title** | **Preparer Signature** | **Date** |
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