|  |  |
| --- | --- |
| **PROJECT COMPLETION REPORT** | Report for period ending: |

|  |  |
| --- | --- |
| Mail To: Diocesan Finance Council  c/o Office of Business and Finance  101 N. Greenwood St.  Pueblo, CO 81003 | Location of Project: |

|  |  |  |  |
| --- | --- | --- | --- |
| Date Project Approved by  F.A.C./Diocese: | Amount Approved by F.A.C./Diocese: | Date Project Awarded: | Date Project Started: |

|  |  |
| --- | --- |
| Name and Address of Contractor: | Description of Project: |

|  |  |  |  |
| --- | --- | --- | --- |
| Original Project Amount: |  | Extended Project Completion Date: |  |
| Scheduled Percent Completion: |  | Estimated Completion Date: |  |
| Actual Percent Completion: |  | Date Completed: |  |
| Original Project Completion Date: |  | Total Project Cost: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1  Description of Work Completed | 2  Dollar Value of Work in Place End Last Period | 3  Dollar of Value of Work Installed Current Period | 4  Total Value  (Col. 2 + Col. 3) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 1. Total Project Amount |  | $ |
| 2. Value of Work in Place to Date | $ |  |
| 3. Value of Unused Materials Paid for to Date | $ |  |
| 4. Earned to Date |  | $ |
| 5. Less Retainage |  | $ |
| 6. Total Previous Payments | $ |  |
| 7. Payment This Period | $ |  |
| 8. Total Payment to Date |  | $ |
| 9. Value – Contract Not Earned |  | $ |

|  |
| --- |
| CHANGE ORDERS, SUPPLEMENTAL AGREEMENTS AND TIME EXTENSIONS  (List and provide explanation) |

|  |  |
| --- | --- |
| Signature of Pastor or Parish Administrator | Date: |