



DATE: \_\_\_\_\_

PROJECT: \_\_\_\_\_ CONTRACT NO. \_\_\_\_\_

## Progress Meeting

1. RFI STATUS:

2. SUBMITTALS PENDING:

3. CHANGE ORDERS:

4. COMPLETED WORK:

5. PROJECTED WORK FOR NEXT WEEK:

6. SCHEDULE:

7. SAFETY:

8. LAST MEETING ATTENDEES/MINUTES:

9. COMMENTS:

Submitted by: \_\_\_\_\_