

COMMERCIAL CONSTRUCTION SCOPE OF WORK TEMPLATE

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PROJECT INFORMATION

PROJECT NO.	PROJECT NAME	DATE SUBMITTED
JOB LOCATION	CLIENT POINT OF CONTACT	PHONE & EMAIL
CONSTRUCTION FIRM	PROJECT MANAGER	PHONE & EMAIL

PROJECT OVERVIEW

PROJECT SUMMARY	
PROJECT OBJECTIVES Describe the high-level goals of the project and how they relate to overall business objectives.	

TIMELINE

DESIGN WORK START DATE	
CONSTRUCTION WORK START DATE	
ESTIMATED COMPLETION DATE	

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