

RECORD OF JOB EXPENSES

CLIENT _____

JOB _____

JOB NUMBER _____

START DATE _____

DATE COMPLETED _____

LABOR EXPENSES

Name	Date	Total Hours	Rate	Net Cost	Total Cost
TOTAL					

MATERIALS

Item	Date	Mark-up	Net Cost	Total Cost
TOTAL				

OTHER EXPENSES

Item	Date	Total Cost
TOTAL		

TOTAL NET COST	
TOTAL COST TO CLIENT	
GROSS PROFIT	