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**Division of Municipal Infrastructure  
Form 6 – Daily Force Account Report**

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March 2022

Owner: \_\_\_\_\_

Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

MI Project #: \_\_\_\_\_

Contractor: \_\_\_\_\_

To be completed by the consultant for conformance with the Master Specifications.

**Description of Work:**

**1. Labour**

Classification	No.	Hrs. Each	Worker Hours	Rate	Total
Subtotal (A)					

**2. Material Supplied by Contractor**

Type	Quantity	Unit Price	Total
Subtotal (B)			

**3. Equipment**

Type	Make & Model	Capacity	Diesel/Gas	Hrs. Worked	Rental Rate	Total
Subtotal (C)						

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<b>Summary</b>	
<b>Item</b>	<b>Amount</b>
1. Labour (incl. 35% payroll burden) (A)	
2. Materials (B)	
SUB TOTAL (D = A+B)	
10% Overhead (E = 10% of D)	
SUB TOTAL (F = D+E)	
5% (Sub Contractor Total) (G = 5% of F)	
SUB TOTAL (H = F+G)	
10% Profit (Contractor) (I = 10% of H)	
SUB TOTAL (J = H+I)	
3. Equipment (C)	
<b>Total (J+C)</b>	

\_\_\_\_\_  
Contractor's Representative

Date: \_\_\_\_\_

\_\_\_\_\_  
Consultant's Representative

Date: \_\_\_\_\_

**NOTE: To be signed daily and submitted with Progress Claim.**