



HREN SURETY INSURANCE SERVICES

specializing in subdivision and contract bonds

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STATUS OF CONTRACTS (Bonded and Unbonded)

Name and Address of Contractor:				Uncompleted Contracts As of:		
Contract description and location	(1) Contract Price (Including approved change orders)	(2) Contractor's Estimated Cost When Bid (Inc. Cost of approved change orders)	(3) Total Billed to Date inc. retainage (explain any disputed items)	(4) Total Costs to Date	(5) Estimated Cost to Complete	Estimated Completion Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
TOTALS						

Contracts Completed Since Last Fiscal Closing Statement or Last Status Report

Contract description and location	Final Contract Price	Total Cost	Gross Profit/Loss
1			
2			
3			
4			
5			
TOTALS			

Total Uncompleted Work \$ _____

Total Uncompleted Work

By: Subcontractors \$ _____

Amount Bonded \$ _____

Completed By _____

Title _____

Date _____

As your surety, we are as interested as you in accurate progress reports on your construction work. This form is intended to help present such a report.

As a guide, the following definitions are given so that the data presented will be more meaningful.

1. CONTRACT PRICE and CONTRACTOR'S ESTIMATED COST AT TIME OF BID should include **approved** change orders only and, in original estimated costs, the costs applicable thereto. Exclude claims and disputed items. If desired, an explanation of these items may be attached.

If contracts are on a unit price basis, and the estimated number of units approved has increased or decreased since bid date, adjust the original contract price and costs accordingly, using the original contract price and cost per unit as a base, and enter these amounts unless the change in unit quantity has contractually operated to change the unit price.

2. All projects should be listed: Bonded, non-bonded, lump sum and cost plus.
3. COSTS should be entered consistent with financial statement (Profit and Loss Report) allocation, **excluding** general and administrative (specifically unallocated) overhead.
4. BILLED TO DATE and COSTS TO DATE should be entered as of the same date or, when this schedule is provided in conjunction with a financial statement, consistent with their treatment in the financial report.
5. ESTIMATED COSTS TO COMPLETE should be a revised figure reflecting developments which have occurred subsequent to bid date causing a change in total cost (or cost per unit), if any, not merely a subtraction exercise. After approximately 50% completion, it is imperative that a re-evaluation of costs be made. In the early stages of a project, a re-evaluation of costs may be difficult and perhaps impractical.