

Construction Company Work Order Form

Work Order Information

- Work Order Number: _____
- Date of Issue: _____
- Main Contractor Name: _____
- Sub-contractor Name: _____
- Contact Information: _____

Work Assignment Details

- Assigned Task: _____
- Location: _____
- Start Date: _____
- Expected Completion Date: _____

Terms of Agreement

- Payment Terms: _____
- Performance Standards: _____
- Penalties for Delays: _____

Approval Section

I accept the terms and conditions of this work order.

Sub-contractor Signature: _____

Date: _____

Main Contractor Signature: _____

Date: _____