CDN Construction

517 South Street - Grand Rapids - MI 49506

Phone: (616) 999-5143

Daily Activity Summary

Client: John Smith   **Location: Grand Rapids, MI**

Project: Residential fire and water damage

Activity By: CDN Construction Company

Report Dates: **5/2/2007 Through   5/6/2007**

DATE 5/2/2007

COMPANY	TIME	ACTIVITY DESCRIPTION
CDN	7:00 AM	Met with John Smith and discussed the plan for the project The living room, den and dining area need to be totally demolished. I let Mr. Smith know that the crew would be arriving within the hour and begin work immediately. Mr. Smith was very happy that we could start so soon and signed the work authorization.
CDN	8:00 AM	Crew was given instructions and went to work. They began with demolition and removed all debris. Dumpster was full by 10:30 AM. John called the refuse company and they said they would pickup and deliver by 12:00 PM.
CDN	5:00 PM	Most workers were done for the day with the exception of the painter. The painter worked until 7:00 PM and finished priming all the walls.

DATE 5/3/2007

COMPANY	TIME	ACTIVITY DESCRIPTION
CDN	7:00 AM	I met with John Smith to discuss the progress of the project. We should be done with the job by Sunday 05/06/07.
CDN	8:00 AM - 5:00 PM	The work crew began cleaning the floors, preparing them for new floor coverings. All debris was carted out to the dumpster. John inspected the work progress and approved.

DATE 5/5/2007

COMPANY	TIME	ACTIVITY DESCRIPTION
CDN	8:00 AM	Painter began work and said he should be done by 2:00 PM - much ahead of schedule. Frank called the carpet layer to let him know that he could start this afternoon.
CDN	3:00 PM - 7:30 PM	The painting was complete and the carpet layer arrived. He begain laying the carpet. By 7:00 PM he had completed the carpet work.

DATE 5/6/2007

COMPANY	TIME	ACTIVITY DESCRIPTION
CDN	8:00 AM	Crew arrived and were instructed to Super clean everything. They immediately went to work vacuuming and dusting the entire house.
CDN	4:00 PM	Crews finished up the project. I met with John Smith and he was very pleased. He signed the job completion form.