

# CONTRACT TRACKING SPREADSHEET

Project Name: \_\_\_\_\_ Contract No: \_\_\_\_\_

## Contractor Information:

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

Address: \_\_\_\_\_

## Contract Details:

Contract Amount (USD): \_\_\_\_\_

Payment Terms: \_\_\_\_\_

Scope of Work:

## Key Dates and Milestones:

Milestone	Due Date	Status	Comments
Contract Awarded			
Mobilization			
Work Start			
Mid-Project Review			
Substantial Completion			
Final Completion			

## Contract Status and Remarks:

## Authorized Signatures:

**CONTRACTOR AUTHORIZED SIGNATURE**

**PROJECT MANAGER AUTHORIZED SIGNATURE**

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

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

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Original source of this document:

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