

Daily Labor Report

Employee hours by phase / cost code · one work date per sheet

COMPLETED EXAMPLE — synthetic data

Company: Piedmont Electrical Demo (fictional)

Project / Job #: RIV-026 · Riverside Medical Office

Work date: 10/09/2026

Crew lead: Sam Turner

Prepared by: Sam Turner (crew lead)

Sheet: 1 of 1

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Free template from PhaseNote · phasenote.worxel.com · Phase/cost codes are configured by each company; sample values are illustrative, not an industry standard.
Labor allocation report only; not a site log, not a certified payroll form, not a crew HD import file.