

Draw Request Submission Requirements

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Updated Budget / Draw Record (Example)

ABC Homes

1234 SE 1st

Portland, OR 97210

Construction Item	Original Budget	Revised Budget	Draw Request 12/15/03	Draw Request 12/30/03	Draw Request 1/10/04	Total Disbursed	Current Request 02/03/04	Balance	Cumulative Percent Requested	Percent Completed
Bathrooms and Plumbing	7,700.00	7,700.00	5,234.65			5,234.65		2,465.35	67.98%	75.00%
Building Materials	5,500.00	5,500.00				0.00	2,300.00	3,200.00	41.82%	50.00%
Building Permits	10,000.00	10,000.00	4,000.00			4,000.00		6,000.00	40.00%	50.00%
Electrical	4,400.00	4,400.00		412.12		412.12		3,987.88	9.37%	10.00%
Light Fixtures	2,500.00	2,100.00		1,600.00		1,600.00	500.00	0.00	100.00%	100.00%
Plumbing	7,700.00	7,700.00	1,000.00		225.25	1,225.25		6,474.75	15.91%	25.00%
Roof Repair	3,200.00	3,200.00	750.50			750.50		2,449.50	23.45%	25.00%
Paint	1,500.00	1,900.00				0.00	1,900.00	0.00	100.00%	100.00%
Carpet	5,000.00	5,000.00		250.00		250.00		4,750.00	5.00%	10.00%
Totals	47,500.00	47,500.00	10,985.15	2,262.12	225.25	13,472.52	4,700.00	29,327.48		

Comments:

12/15/2003 | Photos not submitted for Building Permit Category (not required)

2/3/2004 | Moved remaining light fixture budget to paint costs. Paint went over budget, light fixtures 100% completed