

Enter the total hours from the previous Monthly Progress Report in Column "B". Enter daily, to the nearest hour, time spent on each work process; add the hours from Column "B" plus daily record hours and enter total in Column "C". Keep a copy of each MPR for your next month's entry.

Mail to:
 Area 1 Sign Installer
 15800 SW Boones Ferry Road, Suite B-3
 Lake Oswego, OR 97035
 Phone: 503-675-0548
 Fax: 503-675-0543

Name: _____ Agreement # _____
 Address: _____
 Month/Year _____

"A" List work processes as in standards	"B" Hours brought forward	Each day list the number of hours worked on each work process. Keep your records to the nearest hour.																														"C" Total hours month	"D" Total hours to date		
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			31	
Material Stockroom Equipment - 100																																		0.00	0.00
Electrical Hours - 100																																		0.00	0.00
Patterns & Blueprints - 150																																		0.00	0.00
Electrical Hours - 150																																		0.00	0.00
Layout Design - 500																																		0.00	0.00
Electrical Hours - 500																																		0.00	0.00
Assembly of Display - 1000																																		0.00	0.00
Electrical Hours - 1000																																		0.00	0.00
Painting of Display & Parts - 250																																		0.00	0.00
Electrical Hours - 250																																		0.00	0.00
Installation/Service/Maintenance of Display - 1250																																		0.00	0.00
Electrical Hours - 1250																																		0.00	0.00
Transport/Hoisting Equip Maintenance & Repair - 750																																		0.00	0.00
Electrical Hours - 750																																		0.00	0.00
8000 TOTAL HOURS																																		0	0
Enter class hours attended - 576																																		0	0

Name of Firm/Employer:

Apprentice: I certify that the above information is correct.

Employer Signature:

Employer: Please answer the following questions:

	Yes	No
1. Is the apprentice punctual?		
2. Is he/she willing to learn?		
3. Does he/she show initiative?		
4. Is his/her quality of work good?		
5. Does he/she follow established safety practices?		
6. Would you recommend him/her for rerating?		