

PRE-JOB CONFERENCE

(Job Reference)

General Contractor: _____

California State License Number: _____

Meeting: _____
(Date) (Time) Place)

Present: *(See attached attendance list)*

Job Description: _____

Job Location: _____

_____ Job Phone: _____

Cost of Job: _____ Starting Date: _____ Completion Date: _____

Job Superintendent: _____ Craft Hiring Rep: _____

Project Manager: _____

Shifts: _____ Payday: _____ Pay Period Ends: _____

Insurance Provider: Disability: _____

Compensation: _____

First-Aid Provider: _____ Hospital: _____

Safety Representative: _____

Parking : _____

Drinking Water To Be Provided By: General Contractor ____ Subcontractors ____

Sanitation Facilities To Be Provided By: _____

Number of Workers/Crafts Expected: _____

Contract Exclusions: _____

Subcontractors List: See attached list To be supplied by Contractor at a later date