**Microsoft Word
Land Surveying
Work Order
Template**



**Company Name**

123 Company Address Drive

Fourth Floor, Suite 412

Company City, NY 11101

321-654-9870

email address

Your Logo

|  |
| --- |
| WORK ORDER |
| Client Name | Client Phone | Client Email |
|   |   |   |
| Client Address | Date Received | Work Order ID |
|   |   |   |

Survey Details

|  |  |
| --- | --- |
| Job Description  | (e.g., boundary survey, topographic survey) |
| Surveyor Name | Surveyor Phone | Surveyor Email |
|   |   |   |
| Start Date | Expected End | Survey Location / Address |
|   |   |   |

Materials and Labor

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Quantity | Price Per Unit | Amount |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
| Field Notes / Comments: |   |   |   | TOTAL |   |
|   |  | TAX RATE % |   |
|   | TOTAL TAX |   |
|  | TOTAL |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Surveyor Signature | Date and Time Completed | Client Signature | Date |
|   |   |   |   |

|  |
| --- |
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