

# COMMERCIAL SPACE COST SHEET

Office Decor, Renovations & Improvements

PROJECT NAME: \_\_\_\_\_  
LOCATION / SUITE: \_\_\_\_\_  
PROJECT MANAGER: \_\_\_\_\_  
DATE PREPARED: \_\_\_\_\_

EXPENSE ITEM & DESCRIPTION	VENDOR / SUPPLIER	QTY	EST. COST	ACTUAL COST	VARIANCE (+/-)
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## 1. Structural & Permanent Fixtures


## 2. Flooring, Paint & Wall Coverings


## 3. Lighting & Electrical Improvements


## 4. Office Furniture & Layout Systems


EXPENSE ITEM & DESCRIPTION	VENDOR / SUPPLIER	QTY	EST. COST	ACTUAL COST	VARIANCE (+/-)
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**5. Decor, Artwork & Signage**


<b>Total Estimated Budget:</b>
<b>Total Actual Spend:</b>
<b>Total Variance:</b>