JOB COSTING & WIP LEDGER

Work in Progress Accounting Record

Ledger Period: _____

JOB METADATA

Job Number:		**Client Name:**	
Job Name/Desc:		**Date Started:**	
Job Status:		**Est. Completion:**	

COST SUMMARY (WIP VALUATION)

COST ELEMENT	ESTIMATED / BUDGETED COST	ACTUAL COST INCURRED TO DATE (A)	BILLED TO DATE (B)	WIP BALANCE (A - B)
Direct Materials				
Direct Labor				
Subcontractors				
Overhead Applied				
Total Project Costs				

WIP LEDGER ACCOUNT ENTRIES

DATE	REF / PO #	DESCRIPTION / TRANSACTION DETAILS	CATEGORY	DEBIT (COST INCURRED)	CREDIT (RELIEF/BILLED)	WIP BALANCE
			Running Ledger Totals:			

Prepared By (Project Accountant / Cost Clerk)

Approved By (Controller / Finance Manager)