

Electrical Scope of Work Template

Project Information:

Project Name

Project Location

Client Name

Project Start Date

Expected Completion Date

Prepared By

Scope Overview:

Scope Description_____

Electrical Services Included:

Service	Description	Completion Date
Design & Planning		
Electrical Wiring & Installation		
Circuit Breakers & Panels		
Lighting Systems		
Power Distribution		
Testing & Inspection		
Final Hand-over & Documentation		

Materials & Equipment:

Material/Equipment	Specification	Quantity	Cost

Compliance & Standards:

Compliance Area	Standard

Responsibilities & Exclusions:

Responsibilities	Exclusions

Payment Terms:

Milestone	Payment Amount	Due Date
Initial Deposit		
Midway Payment		
Final Payment		

Project Schedule:

Task	Start Date	End Date	Responsible Party

Sign-Off:

Prepared By	Client	Approval Date