

## 2/F3 PROJECT COST MONITORING SHEET

Current situation summary (from records)	Worked example
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Report date	15/10/2019
Stage reached	3
%age of stage completed	50%

Total fee to date	£129,201
Budget cost to date	£105,377
Actual cost to date	£103,694

Fee billing to completion	£534,204
Budget cost to completion	£444,502

Fee budget summary	Budget cost	Fee quote	Planned profit
Cost to date	£2,250	£2,250	0%
Stage 0/1	£32,790	£40,988	25%
Stage 2	£31,162	£38,953	25%
Stage 3	£78,349	£94,019	20%
Stage 4	£201,499	£241,799	20%
Stage 5	£187,772	£225,326	20%
Stage 6	£16,056	£20,069	25%
Total	<b>£549,878</b>	<b>£663,404</b>	<b>21%</b>

Progress summary	Cost to date	%age complete	Fee invoiced	Actual profit
Cost to date	£2,250	100%	£2,250	0%
Stage 0/1	£31,150	100%	£40,988	32%
Stage 2	£33,140	100%	£38,953	18%
Stage 3	£37,154	50%	£47,010	27%
Stage 4	£0	0%	£0	
Stage 5	£0	0%	£0	
Stage 6	£0	0%	£0	
Total	<b>£103,694</b>		<b>£129,201</b>	

The cost to date is derived from the timesheet records.