

# Monthly Contract Information Report

Contractors and all of their sub contractors must provide a monthly worker report for their project. You may submit either an Input Form 29 or an Employment Utilization Form

## Ohio Construction Contract Information Report – Input Form 29 (I-29)

**Effective September 1, 2007** - All prime and subcontractors, **regardless of the number of employees employed by the company or state contract dollar amount**, are required to submit the Input Form 29 covering the contractor's total workforce within the State of Ohio.

The report must be filed by the 10<sup>th</sup> of each month, beginning with the contract award and continuing until the contractor or subcontractor completes the performance of the state contract.

Instructions and an example report follows.

### Employment Utilization Form

If you do not want to fill out an I-29, then you may also submit some form of an Employment Utilization form (an example follows in this packet)