

# Electrical takeoff worksheet

ILLUSTRATIVE WORKSHEET - hypothetical inputs, not actual client work. Published October 13, 2026.

Count scheduled fixtures by level and type, then keep conduit, panels and controls as separate measured items.

## Worked quantity example

14 fixtures on Level 1 plus 11 on Level 2 equals 25 EA. This count does not establish circuits, homeruns, control devices or conduit lengths.

## How quantities stay separate

| Work item                             | Unit | Example quantity | Scope note                                  |
|---------------------------------------|------|------------------|---------------------------------------------|
| Level 1 scheduled fixtures            | EA   | 14               | Reconcile luminaire types and ceiling plans |
| Level 2 scheduled fixtures            | EA   | 11               | Separate emergency fixture types            |
| Conduit by size and installation type | LF   | To measure       | Measure documented routing separately       |
| Panels and control equipment          | EA   | To measure       | Use panel and controls schedules            |

## Using the Excel version

Amber cells hold editable project inputs. Quantity formulas update from the example dimensions or counts. Material and labor unit rates are blank. A line remains unpriced until all three numeric inputs are supplied; an explicit zero rate is accepted.

The subtotal remains unavailable while listed quantities or rates are missing. Different measurement units must not be added into one quantity.

# Drawing and scope review

Record the actual project name, drawing issue, addenda and reviewer before replacing the hypothetical inputs.

## Document register

| Document required                                  | Sheet / revision | Issue date |
|----------------------------------------------------|------------------|------------|
| Electrical floor plans and reflected ceiling plans | _____            | _____      |
| Luminaire, panel and equipment schedules           | _____            | _____      |
| Risers, specifications and bid addenda             | _____            | _____      |

## Review checks

- 1. Reconcile fixture tags between schedules and plans
- 2. Separate power, controls, low-voltage and fire-alarm scope
- 3. Confirm conduit diameter, routing and measurement rules
- 4. Record unresolved circuit and homerun information

## Basis and limits

Fixture counts do not establish installation cost or an engineered circuit design. Unit rates are blank and require project-specific input.

Example inputs come from the existing educational trade/service examples on Commercial Estimate Pro. Prices, company project experience and client outcomes are not represented.

## Related technical guidance

[Electrical estimating guide](#)

[Quantity takeoff services](#)