

Note: this information is a required part of this order and will be used to prepare the preliminary lien notification as needed. Failure to return the completed form will impact production and processing.

JOB INFORMATION SHEET

Customer:

Name

Address

City/State/Zip

P.O. #: _____

Phone: _____

Job Name & Address:

Name

Address

City/State/Zip

Approx. Date of Completion:

Date

Anticipated Total Purchases from
Supplier for this Project:

\$ _____

Owner:

Name

Address

City/State/Zip

Phone: _____

General Contractor:

Name

Address

City/State/Zip

Phone: _____

Lender (or Surety*):

Name

Address

City/State/Zip

Phone: _____

* Public Projects Surety Bond Information is required.

Notes:

Signature: _____

Date: _____

Please fax the completed form to _____ or e-mail to _____.