
FAX TRANSMISSION

To: Pratt Homes

From: Pratt Homes

Subject: Work order Re: Cheltenham Suites - CHS - 3019 - Dominion Sheet Metal and Roofing

Message: Hi Terri,
This may not be one of your jobs but please do the repairs as soon as possible
and we will issue a PO when completed,
Thanks
Teresa



Pratt Hansen Group
Customer Service
Phone: (705) 792-3833
Fax: (705) 792-3893

Work Order

Address: 17 Cheltenham Rd. Unit 2 - Barrie
Location: Cheltenham Suites - Phase: CHS - Lot: 3019
Today's Date: 14May10
Contact Name(s): Peter Campbell
Contact Phone No.: Res: (705) 252-8879 Bus: Bus2: Cell:
Company: Dominion Sheet Metal and Roofing
Attention:
Telephone: (416) 789-0601
Fax: (647) 438-9165

Please Complete the following items:

Deficiency Number	Issue		Appt. Date/Time	Notes
1688	Exterior- There is a leak in roof please do the necessary repairs.			

Date Completed: _____ Homeowner Signature: _____

Please schedule service to complete the work described above within two weeks of receipt of this Work Order. It is your responsibility to book your own appointment unless we have included appointment details on this form.

Your Service Person must ask the homeowner to sign this form when the work has been completed. If the owner is not available to sign this Work Order, the person who completes the work should sign and date the form. Fax the completed Work Order to us at 705-735-6991.

In the event that you do not complete this service work within 14 days, Pratt Homes reserves the right to carry out the repairs on your behalf and the labour and material costs may be billed back to you plus a 15% administrative fee.