
FAX TRANSMISSION

To: Pratt Hansen Group Inc.
From: Pratt Homes
Subject: Work order Re: Cheltenham Suites - CHS - 5035 - Pollard Windows Inc.

Message: Please sned me a quote & I will issue a PO. Thanks, Wendy



Pratt Hansen Group
Customer Service
Phone: (705) 792-3883
Fax: (705) 792-3893

Work Order

Address: 15 Cheltenham Rd. Unit 6 -
Location: Cheltenham Suites - Phase: CHS - Lot: 5035
Today's Date: 16Sep10
Contact Name(s): Mark Ethier
Contact Phone No.: Res: (416) 705-3009 Bus: Bus2: Cell:
Company: Pollard Windows Inc.
Attention:
Telephone: (800) 263-6616
Fax: (905) 333-3521

Please Complete the following items:

Deficiency Number	Issue		Appt. Date/Time	Notes
3454	GARDEN/PATIO DOORS- NOTE:-DOES NOT LOCK. SCREEN MISSING. FRAME BROKEN AT TOP OS SOLID DOOR			

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.