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# **FAX TRANSMISSION**

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To: Pratt Hansen Group Inc.  
From: Pratt Homes  
Subject: Work order Re: Country Club Estates South - CCS - 160 - Pollard Windows Inc.

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**Message:** Please advise if this workorder is complete it was sent March 2010, and email sent regarding this in Oct.2010. I have no confirmation if this is done, please advise Pratt Service Dept. asap Thanks Ramona



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

**Work Order**

**Address:** 27 Claire Dr - Barrie  
**Location:** Country Club Estates South - Phase: CCS - Lot: 160  
**Today's Date:** 24Jan11  
**Contact Name(s):** N. Stapely and T. Bellisle  
**Contact Phone No.:** Res: (705) 721-8611 Bus: (705) 333-4584 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
1244	Bedroom #2- Seal failure in window *follow up email sent Oct 4, 2010.*			
1245	Kitchen- seal failure in patio door slider *follow up email sent Oct 4, 2010.*			

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.