



Work Order

Customer Service
Phone: (705) 721-9912
Fax: (705) 735-6991

Address: 1413 Rankin way Unit 2 - Innisfil
Location: Maple Walk By the Brook - Phase: MWI - Lot: 2008
Today's Date: 05Apr10
Contact Name(s): Holly Hastings and Justin Bonin
Contact Phone No.: Res: (705) 436-9690 Bus: (705) 791-6338 Bus2: (705) 796-4362 Cell:
Company: Pollard Windows Inc.
Attention:
Telephone: 800263661
Fax: (905) 333-3521

Please Complete the following items:

Deficiency Number	Issue		Appt. Date/Time	Notes
1319	Kitchen- slider door hard to slide, top stopper broken and trim broken* casement broken*		20May10 /am	

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.