



## Purchase Orders

---

**From:** Kirk Richards  
**Sent:** Wednesday, July 15, 2020 9:20 AM  
**To:** Purchase Orders  
**Subject:** Fwd: Request for material - SB100 stain/carpet nosing  
**Attachments:** image001.png; image001.png

Thank you,

Kirk Richards 613-868-3104  
krichards@valecraft.com  
Place St. Thomas(Embrun)  
Valecraft Homes (2019)Limited

Begin forwarded message:

**From:** Tracy Amelotte <tracy.scottberwickstairs@outlook.com>  
**Date:** July 15, 2020 at 9:19:31 AM EDT  
**To:** Kirk Richards <krichards@valecraft.com>  
**Subject:** RE: Request for material - SB100 stain/carpet nosing

5050 - 6400

Hi Kirk,

Following our telephone conversation, Scott will be dropping the stain and carpet nosing this morning at your site trailer.

It would be great if you could forward a po for \$25.00.

Thank you, Linda

**\*\*PLEASE NOTE\*\*** AS PER MANAGEMENT, IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL CONSIDER YOUR EMAIL NOT RECEIVED.

Thank you,

Tracy Amelotte.



Scott Berwick Stairs Inc.  
Phone: 613-488-2905  
Fax : 613-488-2909  
Email: [tracy.scottberwickstairs.@outlook.com](mailto:tracy.scottberwickstairs.@outlook.com)

---

**From:** Kirk Richards <[krichards@valecraft.com](mailto:krichards@valecraft.com)>  
**Sent:** July 15, 2020 8:53 AM  
**To:** Tracy Amelotte <[tracy.scottberwickstairs@outlook.com](mailto:tracy.scottberwickstairs@outlook.com)>  
**Subject:** Re: Request for material

Morning

When will this be sent out? Would like to do touch ups mid next week before closing.

Thank you,

Kirk Richards 613-868-3104  
[krichards@valecraft.com](mailto:krichards@valecraft.com)  
Place St. Thomas(Embrun)  
Valecraft Homes (2019)Limited

On Jul 13, 2020, at 11:26 AM, Kirk Richards <[krichards@valecraft.com](mailto:krichards@valecraft.com)> wrote:

Morning

We only need a small for touch ups only. If you need a Po I can send it in to the office.  
Will just need a price.

Thank you,

Kirk Richards 613-868-3104  
[krichards@valecraft.com](mailto:krichards@valecraft.com)  
Place St. Thomas(Embrun)  
Valecraft Homes (2019)Limited

On Jul 10, 2020, at 3:41 PM, Tracy Amelotte  
<[tracy.scottberwickstairs@outlook.com](mailto:tracy.scottberwickstairs@outlook.com)> wrote:

Hi Kirk,

Who is paying for the stain?

**\*\*PLEASE NOTE\*\*** AS PER MANAGEMENT, IF YOU DO NOT RECEIVE A  
CONFIRMATION EMAIL CONSIDER YOUR EMAIL NOT RECEIVED.

Thank you,

Tracy Amelotte.



Scott Berwick Stairs Inc.  
Phone: 613-488-2905  
Fax : 613-488-2909  
Email: [tracy.scottberwickstairs.@outlook.com](mailto:tracy.scottberwickstairs@outlook.com)

**From:** Kirk Richards <[krichards@valecraft.com](mailto:krichards@valecraft.com)>  
**Sent:** July 10, 2020 2:35 PM  
**To:** Scotty Office <[Tracy.scottberwickstairs@outlook.com](mailto:Tracy.scottberwickstairs@outlook.com)>  
**Subject:** Request for material

Afternoon

-Few lengths of carpet nosing  
-Small can of SB100

Thank you,

Kirk Richards 613-868-3104  
[krichards@valecraft.com](mailto:krichards@valecraft.com)  
Place St. Thomas(Embrun)  
Valecraft Homes (2019)Limited

