



Valecraft

Homes Ltd.

Purchase Order

PO0048878

210-1455 Youville Drive
Orleans, On K1C 6Z7
Phone: 613-837-1104

Vendor:
SCOTT BERWICK STAIRS INC.
1191 PILON ROAD
CLARENCE CREEK, ON K0A 1N0

Ship To:
Site: DEERFIELD VILLAGE PHASE 2
Lot/Unit: BLOCK F-33
Model: 120 STANDARD
Civic: 718 DEARBORN PRIVATE

tel: 6138353579
fax: (613) 835-3892
contact: SCOTT

ORDER DATE	CHG. ORDER DT.	CANCEL DATE	RESPONSIBILITY	VENDOR #	TERMS
Aug 10, 2020			ARIEL	S18	NET 30 DAYS
Comments/Special Instructions:					REFERENCE

JOB/LOT/COST	REFERENCE	Description	QTY ORDERED	UNIT PRICE	EXTENSION
042-F33-940	CODE 940	UPGRADE TO TRADITIONAL POSTS & SPINDLES -	1.0000	364.800000	364.80

 Authorized Signature	Subtotal	364.80
	HST	47.42
	Total Order Value	412.22

ORDER TERMS AND CONDITIONS

1. INVOICES must bear exact same prices and terms or authorization for changes must be received from our company in writing prior to shipping.
2. The right is reserved to cancel all or part of this order if not delivered within the time specified.
3. Packing slips must accompany all shipments.
4. In the event of interruption of our business in whole or in part by reason of fire, flood, windstorm, earthquake, war, strike, embargo, acts of God, governmental action, or any causes beyond our control, we shall have the option of cancelling undelivered orders in whole or in part.
5. Acceptance of this purchase order, or shipment of it will constitute an agreement to all of its specifications as to terms, delivery and prices.
6. No deliveries accepted after 4:00 pm or on weekends.

WHITE - ORIGINAL

CANARY - ACCOUNTS PAYABLE

PINK - DEPARTMENT

Scott Berwick Stairs Inc.

1191 Pilon Road, Clarence Creek, On. K0A 1N0

Tel: (613) 488-2905 Fax: (613) 488-2909

July 31, 2020

Deerfield D18

- Upgrade stair to oak \$ 2,480.00

Deerfield F33

CODE 940

- Upgrade to traditional posts and spindles (A/P Frank. N. \$ 364.80

Deerfield H46

- S/I extra 5' of nosing with stain/finish on ledge\$ 60.00

Deerfield F34

- S/I extra 5' of nosing with stain/finish on ledge\$ 60.00

Rathwell J59

- As per contract Extras for Model 110:

S/I oak wide nosing with finish\$ 407.00

Rathwell 280

- S/I garage rail with spindles 2 sides\$ 177.00

Rathwell 259

- S/I garage rail with spindles 2 sides\$ 177.00

Rathwell 258

- S/I garage rail with spindles 2 sides\$ 177.00

Rathwell 250

- S/I garage rail with spindles 2 sides\$ 177.00

Rathwell 282

- S/I garage rail with spindles 2 sides\$ 177.00

Rathwell 283

- S/I garage rail with spindles 2 sides\$ 177.00

Rathwell 303

- S/I garage rail with spindles 2 sides\$ 177.00

Purchase Orders

From: Linda Berwick <lberwick.scottberwickstairs@outlook.com>
Sent: Friday, August 7, 2020 9:03 AM
To: Purchase Orders
Subject: Re: Deerfield Village Phase 2, Block F-33

Good morning,

As per Frank's telephone conversation with me, he agreed that a purchase order will be issued.
Please confirm.

Linda

On Aug 6, 2020, at 3:07 PM, Purchase Orders <PO@valecraft.com> wrote:

As per attached email. No charge was to be applied towards the Changes on Block F-33, due to delay in material.

Ariel Valdes
Purchasing Assistant
<image002.png>
210-1455 Youville Drive
Orleans, Ont, K1C 6Z7
Tel: 613-837-1104 Ext. 220
Fax: 613-837-5901

From: Purchase Orders
Sent: Thursday, August 6, 2020 3:04 PM
To: Scott Berwick Stairs <lberwick.scottberwickstairs@outlook.com>; Rivard Mechanical Francis <francis.brazeau@rivardm.com>
Cc: Tricia Oliver <toliver@valecraft.com>; Emma Cooper <ecooper@valecraft.com>; Debbie Pickup <dpickup@valecraft.com>
Subject: FW: PO REQUEST - July 2020

From: Linda Berwick <lberwick.scottberwickstairs@outlook.com>
Sent: Monday, August 3, 2020 5:01 PM
To: Purchase Orders <PO@valecraft.com>
Subject: PO REQUEST - July 2020

Hi Ariel,

Please find purchase order request for July 2020.

Also I just wanted to mention to you, that all the halfwall delete for the great room and for the 2nd floor are now listed in the contract. I have not corrected the amounts on the po's that were already issued but going forward it would be great if contract prices would be used.

Thanks, Linda

****** Due to the quantity of emails that we received, we ask that you call the office at 613 488 2905 to schedule appointments, confirm orders and any questions regarding your file. ******

Linda Berwick, B.Comm

<image001.png>

Tel: 613 488-2905

Fax: 613 488 2909

www.scottberwickstairs.com

<CCF_000397.pdf>

<mime-attachment>

Purchase Orders

From: Linda Berwick <lberwick.scottberwickstairs@outlook.com>
Sent: Friday, August 7, 2020 9:18 AM
To: Purchase Orders; Frank Nieuwkoop
Cc: Amelotte Tracy
Subject: Fwd: Deerfield F33 - Railing Material - IMPORTANT**

For further Information, as per email below the colonial material was received the day before installation, was packed and ready to be shipped for next day install.

I informed Samar by email that we were installing the material as per the colour sheet and if they still wanted the traditional style, a purchase order would be required.

Frank responded by email and confirmed by telephone conversation, that I had to change the material to traditional and a purchase order would be issues by Valecraft.

Linda

Begin forwarded message:

From: Frank Nieuwkoop <frank@valecraft.com>
Date: July 8, 2020 at 3:29:35 PM EDT
To: Linda Berwick <lberwick.scottberwickstairs@outlook.com>, Valecraft Design Centre <design@valecraft.com>
Cc: Tricia Oliver <toliver@valecraft.com>, Daniel Guerin <dguerin@valecraft.com>, Jeff Jasmann <jjasmann@valecraft.com>, Stephen Dallaire <sdallaire@valecraft.com>, Justin Stoll <jstoll@valecraft.com>, "tracy.scottberwickstairs@outloo.com" <tracy.scottberwickstairs@outloo.com>
Subject: RE: Deerfield F33 - Railing Material - IMPORTANT**

Hi Linda,

After talking to Samar the clients were quite excited about the new selection. Lets go ahead and give the new pick

Thanks,

Frank Nieuwkoop
Owner, Vice President



210-1455 Youville Drive,
Ottawa, On K1C 6Z7
tel (613) 837-1104 x 219 | cell (613) 290-3343 | fax (613) 837-5901
email | **website**

Confidentiality Note: This email may contain confidential and/or private information. If you received this email in error please delete and notify sender.

From: Linda Berwick <lberwick.scottberwickstairs@outlook.com>
Sent: July 8, 2020 3:24 PM
To: Valecraft Design Centre <design@valecraft.com>
Cc: Frank Nieuwkoop <frank@valecraft.com>; Tricia Oliver <toliver@valecraft.com>; Daniel Guerin <dguerin@valecraft.com>; Jeff Jasmann <jjasmann@valecraft.com>; Stephen Dallaire <sdallaire@valecraft.com>; Justin Stoll <jstoll@valecraft.com>; tracy.scottberwickstairs@outloo.com
Subject: RE: Deerfield F33 - Railing Material - IMPORTANT**

Hi Samar,

Please discuss with Frank – as the decision was made and the order is already packed with the colonial profile for delivery tomorrow morning.

If they want to pay for the traditional we will change it as per Frank.

Thank you, Linda

From: Valecraft Design Centre <design@valecraft.com>
Sent: July 8, 2020 3:20 PM
To: 'lberwick.scottberwickstairs@outlook.com' <lberwick.scottberwickstairs@outlook.com>
Cc: Frank Nieuwkoop <frank@valecraft.com>; Tricia Oliver <toliver@valecraft.com>; Daniel Guerin <dguerin@valecraft.com>; Jeff Jasmann <jjasmann@valecraft.com>; Stephen Dallaire <sdallaire@valecraft.com>; Justin Stoll <jstoll@valecraft.com>; tracy.scottberwickstairs@outloo.com
Subject: RE: Deerfield F33 - Railing Material - IMPORTANT**

Hi Linda,

I have already informed the client that they will be receiving the Traditional posts and spindles as instructed. Kindly please proceed with the reselect.

Thank you.

Best Regards,

Samar Merhi
Design Consultant



Valecraft Homes Ltd.

Tel: 613-837-2754

From: Frank Nieuwkoop
Sent: July 8, 2020 3:10 PM
To: Valecraft Design Centre <design@valecraft.com>
Subject: FW: Deerfield F33 - Railing Material - IMPORTANT**

Frank Nieuwkoop
Director of Sales & Marketing



1455 Youville Drive | Suite 210
Orleans, On | K1C 6Z7
tel (613) 837-1104 x 219 | cell (613) 290-3343 | fax (613) 837-5901
[email](#) | [website](#)

Confidentiality Note: This email may contain confidential and/or private information. If you received this email in error please delete and notify sender.

From: Linda Berwick <lberwick.scottberwickstairs@outlook.com>
Sent: July 8, 2020 2:15 PM
To: Frank Nieuwkoop <frank@valecraft.com>
Cc: Tricia Oliver <toliver@valecraft.com>; Tricia Oliver <oliver20290@gmail.com>; tracy.scottberwickstairs@outlook.com; Daniel Guerin <dguerin@valecraft.com>; Jeff Jasmann <jjasmann@valecraft.com>; Stephen Dallaire <sdallaire@valecraft.com>; Justin Stoll <jstoll@valecraft.com>
Subject: RE: Deerfield F33 - Railing Material - IMPORTANT**

Hello everyone,

We have finally received our shipment of the colonial profile. As discussed with Frank, Deerfield F33 will follow the original color sheet.

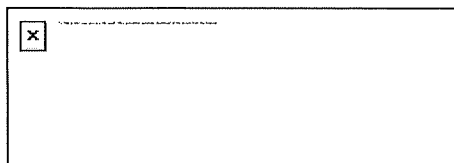
Thank you, Linda

From: Frank Nieuwkoop <frank@valecraft.com>
Sent: July 8, 2020 10:33 AM
To: Linda Berwick <lberwick.scottberwickstairs@outlook.com>
Cc: Tricia Oliver <toliver@valecraft.com>; Tricia Oliver <oliver20290@gmail.com>; tracy.scottberwickstairs@outlook.com; Daniel Guerin <dguerin@valecraft.com>; Jeff Jasmann <jjasmann@valecraft.com>; Stephen Dallaire <sdallaire@valecraft.com>; Justin Stoll <jstoll@valecraft.com>
Subject: RE: Deerfield F33 - Railing Material - IMPORTANT**

Thanks Linda, as you know we are now giving out firm closing dates so it is critical that the materials and product are installed on time or it cost us money. (PS F33 RESELECTED see attached)

Thanks,

Frank Nieuwkoop
Owner, Vice President



210-1455 Youville Drive,
Ottawa, On K1C 6Z7
tel (613) 837-1104 x 219 | cell (613) 290-3343 | fax (613) 837-5901
[email](#) | [website](#)

Confidentiality Note: This email may contain confidential and/or private information. If you received this email in error please delete and notify sender.

From: Linda Berwick <lberwick.scottberwickstairs@outlook.com>
Sent: July 8, 2020 10:14 AM
To: Frank Nieuwkoop <frank@valecraft.com>; Jeff Jasmann <jjasmann@valecraft.com>
Cc: Tricia Oliver <toliver@valecraft.com>; Tricia Oliver <oliver20290@gmail.com>;
tracy.scottberwickstairs@outlook.com
Subject: FW: Deerfield F33 - Railing Material - IMPORTANT**
Importance: High

Good morning Frank,

Following your telephone conversation with Tracy, here is the email I sent to Tricia yesterday morning. I called the office and when I was directed to voice mail I called again and told Andrea I really needed to talk to someone right away. I was transferred to Dan who said he would look into it. At my end, I did what I had to do, I contacted your office (like I do with all our other builders) and made them aware of the problem verbally.

Going forward I will copy future correspondence to your email address.

Sincerely,

Linda Berwick, B.Comm



Tel: 613 488-2905
Fax: 613 488 2909
www.scottberwickstairs.com

From: Linda Berwick
Sent: July 7, 2020 9:33 AM
To: Tricia Oliver <toliver@valecraft.com>
Cc: Tricia Oliver <oliver20290@gmail.com>
Subject: Deerfield F33 - Railing Material - IMPORTANT**
Importance: High

Hi Tricia,

We did not received our colonial spindles and posts shipment which affects Deerfield F33. The installation date is booked for tomorrow – we were hoping that we would have received it yesterday.... We have the traditional in stock which is an upgrade unless the home owner wants to wait until we get our shipment in, which should be sometime next week.

It would be great if you could let us know when you have a chance.

Thank you, Linda



Tel: 613 488-2905
Fax: 613 488 2909
www.scottberwickstairs.com