



# Valecraft

Homes Ltd.

Purchase Order

PO0050564

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

**Vendor:**

A. POTVIN CONSTRUCTION LTD.  
8850 COUNTY RD 17, PO BOX 969  
ROCKLAND, ON K4K 1L6

**Ship To:**

Site: RATHWELL LANDING PHASE 2  
Lot/Unit: LOT 261  
Model: 1086 REVERSED  
Civic: 732 PARADE DRIVE

tel: 6134465181  
fax:  
contact:

ORDER DATE	CHG. ORDER DT.	CANCEL DATE	RESPONSIBILITY	VENDOR #	TERMS
Aug 06, 2021			ARIEL	P05	NET 30 DAYS
Comments/Special Instructions:					REFERENCE

JOB/LOT/COST	REFERENCE	Description	QTY ORDERED	UNIT PRICE	EXTENSION
056-261-650	CODE 650	S/I THREE VANITY TOPS  <i>specified counter tops did not work with upgraded sinks (delete backsplash)</i>	1.0000	378.230000	378.23

Authorized Signature

Subtotal	378.23
HST	49.17
Total Order Value	427.40

**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

## Purchase Orders

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**From:** Angele Cloutier  
**Sent:** Friday, August 6, 2021 8:05 AM  
**To:** Lori-Ann Mensour  
**Cc:** Purchase Orders; Alex Beckett  
**Subject:** RE: PO# request RL02-261

Hi Lori-Ann.

I am forwarding your request to our Construction department given that this house closes in September.

Thank you and have a great weekend!

Angèle Cloutier  
Customer Service Coordinator



1455 Youville Drive, Suite 210  
Orleans, On K1C 6Z7  
Tel: 613-837-1104 Ext. 230  
Fax: 613-837-5901  
[www.valecraft.com](http://www.valecraft.com)

Thank you for reaching out to our Customer Service Department. Our Service Representative will retrieve your message and will reply to you within 48 hours.

If you do not get a response to your email within 48 hours, please contact Debbie Pickup, Service Manager, at 613-837-1104 (ext. 207) or [dpickup@valecraft.com](mailto:dpickup@valecraft.com).

Best regards.

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**From:** Lori-Ann Mensour <[lamensour@potvinconst.com](mailto:lamensour@potvinconst.com)>  
**Sent:** Thursday, August 5, 2021 3:48 PM  
**To:** Angele Cloutier <[service@valecraft.com](mailto:service@valecraft.com)>  
**Subject:** PO# request RL02-261

Good afternoon,

Attached request to supply and install three vanity tops for lot 261. Valecraft/Potvin agreement for 50/50.

**Total with labour = \$378.23**      CODE 650

Please let me know if we are to proceed as I require a PO for processing. Material will only be sent to site after PO is issued.

Potvin Policy to provide a PO# is maximum of 8 days.