



# Valecraft

Homes (2019) Limited

Purchase Order

PO0001940

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

**Vendor:**

SCOTT BERWICK STAIRS INC.  
1191 PILON ROAD  
CLARENCE CREEK, ONTARIO K0A 1N0

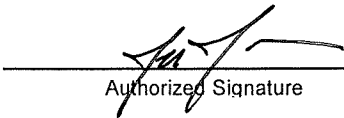
**Ship To:**

Site: PLACE ST. THOMAS PHASE 6  
Lot/Unit: BLOCK C-13  
Model: 160 STANDARD  
Civic: 753 NAMUR STREET

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

ORDER DATE	CHG. ORDER DT.	CANCEL DATE	RESPONSIBILITY	VENDOR #	TERMS
Sep 26, 2022			ARIEL	S18	NET 30 DAYS
Comments/Special Instructions:					REFERENCE

JOB/LOT/COST	REFERENCE	Description	QTY ORDERED	UNIT PRICE	EXTENSION
066-C13-666	CODE 666	FILL CRACKED POSTS	1.0000	135.000000	135.00

  
Authorized Signature

Subtotal	135.00
HST	17.55
Total Order Value	152.55

**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:** Justin Stoll  
**Sent:** Wednesday, September 7, 2022 1:26 PM  
**To:** Purchase Orders  
**Subject:** Fwd: P.O REQUEST FOR ST.THOMAS LOT C-13 - FILL CRACKED POSTS: FOLLOW UP ON PO - WORK WAS COMPLETED BACK IN MAY

Justin Stoll  
Finishing Foreman  
Valecraft 2019  
613-809-2654

Begin forwarded message:

**From:** Linda Berwick <lberwick.scottberwickstairs@outlook.com>  
**Date:** September 7, 2022 at 12:52:26 PM EDT  
**To:** Justin Stoll <jstoll@valecraft.com>  
**Cc:** "Tracy (tracy.scottberwickstairs@outlook.com)" <tracy.scottberwickstairs@outlook.com>  
**Subject:** FW: P.O REQUEST FOR ST.THOMAS LOT C-13 - FILL CRACKED POSTS: FOLLOW UP ON PO - WORK WAS COMPLETED BACK IN MAY

Hey Justin,

Following up on this po request – this work was completed back in May!  
As per email below, can you please send the purchase order asap.  
Thanks,



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**From:** Vanessa Roy-Delorme  
**Sent:** June 22, 2022 1:08 PM  
**To:** Justin Stoll <jstoll@valecraft.com>  
**Cc:** Debbie Pickup (dpickup@valecraft.com) <dpickup@valecraft.com>  
**Subject:** FW: P.O REQUEST FOR ST.THOMAS LOT C-13 - FILL CRACKED POSTS:  
**Importance:** High

Hi Justin,

Please see email below from Tracy that was sent to you May 18<sup>th</sup>.  
We haven't received this PO yet.

Can you please send it over as soon as possible.

Thank you,  
Vanessa

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**From:** Tracy Amelotte  
**Sent:** May 18, 2022 2:55 PM  
**To:** Justin Stoll <[jstoll@valecraft.com](mailto:jstoll@valecraft.com)>  
**Subject:** P.O REQUEST FOR ST.THOMAS LOT C-13 - FILL CRACKED POSTS:

Hey Justin,

Can you please have a P.O approved in the amount of \$135.00 + H.S.T for the repairs to the cracked posts we completed on May.11<sup>th</sup> in Lot C-13 St.Thomas.

Thank you,

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



Tracy Amelotte | Scott Berwick Stairs Inc.  
Phone: 613-488-2905  
Fax : 613-488-2909

A handwritten signature in blue ink, appearing to be "Justin Stoll", is written over the contact information.