



# Valecraft

## Homes (2019) Limited

Purchase Order

PO0002198

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: LOT 12  
Model: 826 STANDARD  
Civic: 744 NAMUR STREET

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

ORDER DATE	CHG. ORDER DT.	CANCEL DATE	RESPONSIBILITY	VENDOR #	TERMS
Apr 18, 2023			ARIEL	S18	NET 30 DAYS
Comments/Special Instructions:					REFERENCE

JOB/LOT/COST	REFERENCE	Description	QTY ORDERED	UNIT PRICE	EXTENSION
066-012-666	CODE 666	REPAIRS DONE AT RAILING	1.0000	155.000000	155.00

  
Authorized Signature

Subtotal	155.00
HST	20.15
Total Order Value	175.15

**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:** Thursday, April 13, 2023 11:28 AM  
**To:** Purchase Orders  
**Cc:** vanessa.scottberwickstairs@outlook.com  
**Subject:** Fwd: PO REQUEST - ST THOMAS LOT 12  
**Attachments:** image001.png; ST. THOMAS LOT 12.pdf

Hi Ariel,

Can you please have this approved. It was for wear and tear touch ups.

Thanks

Justin Stoll  
Finishing Foreman  
Valecraft 2019  
613-809-2654

Begin forwarded message:

**From:** Vanessa Roy-Delorme <vanessa.scottberwickstairs@outlook.com>  
**Date:** April 13, 2023 at 10:58:51 AM EDT  
**To:** Justin Stoll <jstoll@valecraft.com>  
**Subject:** PO REQUEST - ST THOMAS LOT 12

Hi,

Please forward the PO for the attached w.o for the repairs done on railing in lot 12 for the amount of - \$155.00 + HST.

Thank you/Merci,

Vanessa Roy-Delorme | Scott Berwick Stairs Inc.  
Phone: 613-488-2905  
Fax : 613-488-2909



St.Thomas Lot 12 - P.O work-repair minor damages to railings + sliver on side of upper railing

Tue Mar 21 2023

Calendar



Who

Where

Description

Natural on Oak

Attachments: 0

*Created 5 days ago by Tracy*

March 21/2023

Done