



PO0051858

PINK - DEPARTMENT



Valecraft
Homes Ltd.

FIELD REQUEST FORM 2021

Work Order : ☐ Check

Purchase Order : ☐ Check

Notice Of Back Charge : ☐ Check

Trade : Bytown Masonry

Lot / Unit : Garbage Hut A and B

Project Site : Deerfield Village 2

Date Issued : May 24, 2023

Description of Work or Material Being Ordered :

Amount:

Parging exposed Foundation of
Garbage Hut A
Garbage Hut B

200.00

300.00

Reason & Cause Due To for Work Being Done or Material Ordered :

CODE 1360 - 4200

*** Note: Reason & Cause information Mandatory for Purchase Orders***

Total Amount

500.00

Cost Responsibility:

Errors Internal :	<input type="checkbox"/> Check	Construction Damage	
(Not being Back Charged)	<input type="checkbox"/> Check	Vandalism Damage :	<input type="checkbox"/> Check
Theft :	<input type="checkbox"/> Check	Trade Related Damage :	<input type="checkbox"/> Check
Reported to Police Yes :	<input type="checkbox"/> Check		

Police Department :

Police Report :

Police Occurrence No. :

Back Charge To :

Notification Given To :

Date Notified Trade :

Notice Given By :

Repair Work Preformed By :

Note (1) : Should you wish to deal directly with the repair contractor, he must issue written confirmation to Valecraft Homes Ltd that he has received Payment.

Note (2) : Contractor acknowledges that unless contested, the aforementioned amount's back charged will be deducted off your next cheque.

Site Foreman Approval:

IAN K.

Const. Manager Approval:

[Signature]

Purchase Orders

From: Vince Arlotta <varlotta@bytownmasonry.com>
Sent: Friday, June 2, 2023 4:56 PM
To: Purchase Orders
Subject: Field request forms
Attachments: PO Request.pdf

Hi Ariel

Please see attached field request forms for PO's

Regards,

Vince Arlotta
Bytown Masonry
C: 613-227-3002