



Valecraft

Homes (2019) Limited

Purchase Order

PO0003703

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


Vendor:
R. GOUR LANDSCAPING LTD
305 OLD HWY 17
PO BOX 34
PLANTAGENET, ONTARIO K0B 1L0

Ship To:
Site: SHEA VILLGE
Lot/Unit: BLOCK A-B, LOT 15
Model:
Civic: COPE DRIVE & CRAIG DUNCAN TERRACE

tel:
fax:
contact:

ORDER DATE	CHG. ORDER DT.	CANCEL DATE	RESPONSIBILITY	VENDOR #	TERMS
Jul 30, 2025			ARIEL	G04	NET 30 DAYS
Comments/Special Instructions:					REFERENCE

JOB/LOT/COST	REFERENCE	Description	QTY ORDERED	UNIT PRICE	EXTENSION
020-A01-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK A01	4.6000	22.000000	101.20
020-A02-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK A02	4.6000	22.000000	101.20
020-A03-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK A03	4.6000	22.000000	101.20
020-A04-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK A04	4.6000	22.000000	101.20
020-A05-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK A05	4.6000	22.000000	101.20
		-			
020-B06-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK B06	4.6000	22.000000	101.20
020-B06-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK B07	4.6000	22.000000	101.20
020-B06-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK B08	4.6000	22.000000	101.20
020-B06-051	CODE 051	EXTRA MATERIAL TOPSOIL BLOCK B09	4.6000	22.000000	101.20
		-			
020-015-051	CODE 051	EXTRA MATERIAL TOPSOIL LOT 15	4.6000	22.000000	101.20
		-			

 Authorized Signature	Subtotal	1,012.00
	HST	131.56
	Total Order Value	1,143.56

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



FIELD REQUEST FORM 2024

Work Order : ☐ Check

Purchase Order : ☒ Check

Notice Of Back Charge : ☐ Check

Trade : R. Goun Landscaping Ltd.
Lot / Unit : Block A : Block B. Lot 15
Project Site : Shea Village
Date Issued : July 21. 2025

Description of Work or Material Being Ordered :

Amount:

46 MT Topsoil delivery @ \$22.00

1012

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

Low grading needing extra material

CODE 051

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

Total Amount

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	Weather Related Damage :	

Police Department :

Police Report :

Police Occurrence No. :

Back Charge To :

Notification Given To :

Date Notified Trade :

Notice Given By :

Repair Work Performed 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:

S. Muller. July 21. 2025

Const. Manager Approval:

[Signature]

Purchase Orders

From: Debbie Pickup
Sent: Friday, July 25, 2025 8:08 AM
To: Purchase Orders
Cc: Anne-Marie Gour
Subject: Fw: P.O. Request
Attachments: Request for P.O. (Valcecraft Homes (2019) Limited).pdf

Good morning,

I have forwarded the PO request to Purchase Orders as the PO will come from the Construction Dept.

Thanks.

Debbie Pickup
Customer Service Manager



1455 Youville Drive, Suite 210
Orleans, On K1C 6Z7
Tel (613) 837-1104 x 207
Fax (613) 837-5901
[email](#) | [website](#)



From: Anne-Marie Gour <rgourlandscaping@bellnet.ca>
Sent: Tuesday, July 22, 2025 12:27 PM
To: Debbie Pickup <dpickup@valecraft.com>
Subject: P.O. Request

Hi Debbie,

Can you please send me a P.O. for the following completed attached?

Sincerely,

Anne Marie Gour
R. Gour Landscaping Ltd.
305 Old Hwy 17, P.O. Box 34
Plantagenet, ON K0B 1L0