

CUSTOMER JOB WORKSHEET (SAMPLE)
YOUR COMPANY NAME & LOGO AS HEADER RECOMMENDED HERE

Customer Name:

Date:	
Account Name:	

Job Site Information (REQUIRED)

Job Name:						
Job Address:						
City, State, Zip:				County:		
Material Amount:	\$		Startup Date:		Completion Date:	
Description of Material to be Provided:						
Select Job Type:	<input type="checkbox"/> Private	<input type="checkbox"/> Public	<input type="checkbox"/> Federal			
Taxable:	<input type="checkbox"/> Yes <input type="checkbox"/> No (Please provide Tax Certificate)					
<input type="checkbox"/> New Construction		<input type="checkbox"/> Remodel				
<input type="checkbox"/> Residential		<input type="checkbox"/> Commercial				

General Contractor Information

Contractors Name:				
Contractors Address:				
City, State, Zip:			Phone:	

Property Owner Information

Owner's Name:			
Owner's Address:			
City, State, Zip:			

Bond Information

Bonding Company's Name:			
Bonding Company's Address:			
City, State, Zip:			
Bonding Co. Phone:		Bond #:	
Bond Type:	<input type="checkbox"/> Payment <input type="checkbox"/> Performance <input type="checkbox"/> Both		
Bond Posted By:	<input type="checkbox"/> General Contractor <input type="checkbox"/> Sub-Contractor <input type="checkbox"/> Owner		

Salesman:			
Joint Check Agreement:	<input type="checkbox"/> Desired <input type="checkbox"/> Required		