



JOB INFORMATION SHEET

The following must be received to process shipment of material:

- 1. This job information sheet is to be filled out completely.
2. A signed purchase order, identifying project, and stating approximate material requirements

A. Amount and Description of Materials to be Furnished: Amount \$ _____
Description _____ Starting Date _____

B. Customer's Full Name: _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Email _____
Surety Company _____ Bond Number: _____

C. Customer Relationship to Job: [] Owner [] Other (Please Specify) _____
[] General Contractor
[] Subcontractor

D. Job Location: Name _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Email _____

E. Owner/Awarding Authority: Name _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Email _____

F. General Contractor:
1. Name _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Email _____
2. Bonding Company _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Bond# _____

G. Subcontractor (if other than customer):
1. Name _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Email _____
2. Bonding Company _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Bond # _____

H. Architect Name _____ Phone: _____
Street Address _____
City _____ State _____ Zip _____ Email _____

Note: Please forward completed form:
Attn: Credit Department
Fax: 219-462-3899 or Fax: 630-243-3360

Signature (Customer)

Thank you for your patronage