



# JOB INFORMATION SHEET

**THE FOLLOWING IS REQUIRED ON ALL JOBS:**

1. The job information sheet needs to be filled out **completely**.
2. A signed application/purchase order identifying the project and stating the approximate credit requirement.

**A. PROJECT TYPE**

Private   
  Public   
  Federal   
  Residential   
  Commercial   
  Rental  
 One Building   
  Multiple Buildings   
  New Construction   
  Improvement   
  Copy of Payment Bond

**B. JOB SPECIFICS**

Fill/Cover   
  Special Waste

Amount \$     Starting Date

Description

**C. CUSTOMER INFORMATION**

Name     Phone   
 Address   
 City     State     Zip     Email

**D. CUSTOMER'S RELATIONSHIP TO JOB**

Owner   
  General Contractor   
  Subcontractor   
  Other (specify):

**E. JOB LOCATION**

Name     Phone   
 Address   
 City     State     Zip     Email

**F. OWNER/AWARDING AUTHORITY**

Name     Phone   
 Address   
 City     State     Zip     Email

**G. LENDING COMPANY**

Name     Phone   
 Address   
 City     State     Zip     Email

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# JOB INFORMATION SHEET CONTINUED...

## H. GENERAL CONTRACTOR

Name  Phone

Address

City  State  Zip  Email

Surety Name  Bond #

Address  Phone

City  State  Zip  Email

## I. CONTRACTOR (IF OTHER THAN CUSTOMER)

Name  Phone

Address

City  State  Zip  Email

Surety Name  Bond #

Address  Phone

City  State  Zip  Email

## J. ARCHITECT

Name  Phone

Address

City  State  Zip  Email

Estimated Quantity  Estimated Value \$  Materials

**Please forward completed form to: Credit & Collections Department**

Authorized Applicant Signature  Date