



# JOB INFORMATION SHEET

Customer: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Street Address: \_\_\_\_\_ Email: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Customer:  Owner  General Contractor  Subcontractor  Material Supplier  Other

## PROJECT INFORMATION

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## OWNER/AWARDING AUTHORITY

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## LENDER

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## ARCHITECT

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## PRIME CONTRACTOR

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## PRIME'S BONDING COMPANY

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## SUBCONTRACTOR

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## SUB'S BONDING COMPANY

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Estimated Quantity: \_\_\_\_\_ Estimated Dollar Value: \_\_\_\_\_

This job will have:  One furnishing  Several furnishings  Do not know

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Company: \_\_\_\_\_