



NEW JOB SET UP REQUEST FORM

Salesman Initials: _____ Date: _____

Customer Name: _____ Account Number: _____

Job Name: _____ Lot #/Subdivision: _____

House #/Street Name: _____

City: _____ State: _____ Zip: _____

County: _____

Inside City Limits? Yes No

Type of Job: Commercial Residential Remodel
Multi-family Model Govt

Property Owner: _____

Owner Phone #: _____

Construction Loan? Yes No Bank: _____

Loan Officer: _____ Phone: _____

This section will be filled out by Encore Credit Department.

Directions to Jobsite: _____

Estimated Sales for this job: _____

Estimated first delivery date: _____

An Important Notice will be required for all jobs not owned by the contractor. This includes remodel jobs. Commercial jobs and jobs under \$500 are exempt from this rule.