



# R&K BUILDING SUPPLIES, INC.

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## JOB INFORMATION SHEET

DESIRED START DATE: \_\_\_\_\_

### PROPERTY INFORMATION

JOB ADDRESS: \_\_\_\_\_ CITY, ST, ZIP: \_\_\_\_\_

PROJECT: \_\_\_\_\_ LOT NO. \_\_\_\_\_ TRACT \_\_\_\_\_

COUNTY: \_\_\_\_\_ CROSS STREETS: \_\_\_\_\_

### OWNER INFORMATION

RECORDED OWNER: \_\_\_\_\_

**CURRENT** MAILING ADDRESS: \_\_\_\_\_

CITY, ST, ZIP: \_\_\_\_\_

CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

### LENDING INSTITUTION

NO LENDING INSTITUTION (Mark if the project is owner-financed. If marked, do *not* fill out info below)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, ST, ZIP: \_\_\_\_\_

CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

### GENERAL CONTRACTOR

OWNER-BUILDER (If marked, do *not* fill out info below. See owner info above)

NO GENERAL CONTRACTOR (Mark if R&K is only replacing/upgrading existing products. If marked, do *not* fill out info below)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, ST, ZIP: \_\_\_\_\_

CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

### SUB-CONTRACTOR

R&K IS THE SUBCONTRACTOR (If marked, do *not* fill out info below)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, ST, ZIP: \_\_\_\_\_

CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

### FOR R&K DEPT USE ONLY

Doors \$ \_\_\_\_\_ Insulation \$ \_\_\_\_\_ Lumber \$ \_\_\_\_\_ Trusses \$ \_\_\_\_\_ Windows \$ \_\_\_\_\_

SALESPERSON: \_\_\_\_\_

### FOR ACCOUNTING USE ONLY

CUST. #: \_\_\_\_\_ SITE #: \_\_\_\_\_ ESTIMATED DOLLAR AMOUNT OF JOB: \_\_\_\_\_