



# Valecraft

Homes Ltd.

Purchase Order

PO0048410

210-1455 Youville Drive  
Orleans, On K1C 6Z7  
Phone: 613-837-1104

**Vendor:**  
A. POTVIN CONSTRUCTION LTD.  
8850 COUNTY RD 17, PO BOX 969  
ROCKLAND, ON K4K 1L6

**Ship To:**  
Site: RATHWELL LANDING  
Lot/Unit: LOT 252  
Model: 1010 STANDARD  
Civic: 710 PARADE DRIVE

tel: 6134465181  
fax:  
contact:

ORDER DATE Apr 21, 2020	CHG. ORDER DT.	CANCEL DATE	RESPONSIBILITY ARIEL	VENDOR # P05	TERMS NET 30 DAYS
Comments/Special Instructions:					REFERENCE

JOB/LOT/COST	REFERENCE	Description	QTY ORDERED	UNIT PRICE	EXTENSION
056-252-650	CODE 650	SUPPLY DOOR, CASING & INSTALLATION	1.0000	77.000000	77.00

 _____ Authorized Signature	Subtotal	77.00
	HST	10.01
	<b>Total Order Value</b>	<b>87.01</b>

**ORDER TERMS AND CONDITIONS**

1. INVOICES must bear exact same prices and terms or authorization for changes must be received from our company in writing prior to shipping.
2. The right is reserved to cancel all or part of this order if not delivered within the time specified.
3. Packing slips must accompany all shipments.
4. In the event of interruption of our business in whole or in part by reason of fire, flood, windstorm, earthquake, war, strike, embargo, acts of God, governmental action, or any causes beyond our control, we shall have the option of cancelling undelivered orders in whole or in part.
5. Acceptance of this purchase order, or shipment of it will constitute an agreement to all of its specifications as to terms, delivery and prices.
6. No deliveries accepted after 4:00 pm or on weekends.

WHITE - ORIGINAL

CANARY - ACCOUNTS PAYABLE

PINK - DEPARTMENT



Requisition # 483

Sales Order # SL1000451

Production	<input checked="" type="checkbox"/>
Service	<input type="checkbox"/>

Date: APRIL 2-2020  
 Attention to: JAN

Requested by: SYLVIA CARLIS

Cabinet	<input type="checkbox"/>
Trim	<input checked="" type="checkbox"/>
Hardware	<input type="checkbox"/>
Siding	<input type="checkbox"/>
Deck	<input type="checkbox"/>

PO request	<input checked="" type="checkbox"/>
Contract	<input type="checkbox"/>
Missing	<input type="checkbox"/>
Office Supply	<input type="checkbox"/>
Other	<input type="checkbox"/>

Builder/Customer	Yplaza ft
Project	Waterwell
FRANK	
LOTR	252
CE/CCN/POB	

Description of work & Reason	Hourly work request
Supply Door and Casing and Installation	Number of Hours required: <input type="text" value="1"/> Number of workers: <input type="text" value="5"/> Total Hours: A x B Builder's signature: <i>[Signature]</i>

Supply and Install Quote request to head office:  
 Note: For supply and install request, please include a drawing of the work to be done. This form is used to request a quote for supply and install. It is not to be used for requests for materials only. The work will be done in the field and the quote will be for supply and install. No supply will be furnished for supply and install.

Material description	QTY	Unit	Office use	
			Price	Total
32" Door 4 x 83				66.00
CASING - 2 x 36				11.00
			Sub-Total A	

Installation description: *[Signature]*

RECEIVED APR 03 2020

77.00

## Purchase Orders

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**From:** Angele Cloutier  
**Sent:** April-06-20 8:59 AM  
**To:** Lori-Ann Mensour  
**Cc:** 'Ariel Valdes'; Purchase Orders  
**Subject:** FW: PO# Request rathwell 252  
**Attachments:** IMG\_0301.jpg; ATT00001.txt

Good morning.

I hope you are staying well and safe! I am forwarding your request to our Construction Department given that this house is closing on May 14, 2020.

Thank you,

Angèle Cloutier  
Customer Service Coordinator  
1455 Youville Drive, Suite 210  
Orleans, On K1C 6Z7  
Tel: 613-837-1104 Ext. 230  
Fax: 613-837-5901  
[www.valecraft.com](http://www.valecraft.com)

-----Original Message-----

From: Lori-Ann Mensour <[lamensour@potvinconst.com](mailto:lamensour@potvinconst.com)>  
Sent: Friday, April 3, 2020 3:11 PM  
To: Angele Cloutier <[service@valecraft.com](mailto:service@valecraft.com)>  
Subject: PO# Request rathwell 252

Good afternoon,

Attached request to supply door and casing for lot 252.

Total Supply Only = \$77.00

Please let me know if we are to proceed as I require a PO for processing.  
Potvin Policy to provide a PO# is maximum of 8 days.

Thank you.

Lori Ann Mensour  
Pricing / Requisitions

A. Potvin Construction  
8850 County Rd #17  
Rockland, ON K4K 1L6  
Tel: 613-446-2203 ext. 300