

Shepherd Electric Supply of Washington DC

Project/Job Information Sheet

Account Information

Name:		Date:	
Account Number:		New Job#:	
Shepherd Outside Salesperson:			
Address:		Contact Person:	
		Phone Number:	

Job Information

Project Name:		General Contractor:	
<i>(If ship to address is different then project address, please advise.)</i>			
Address:		Address:	
Length: Start Date:		End Date:	
Contact Person:			
Taxable: YES:		NO:	
Phone Number:			
Total Job Amount:		Total Shepherd Portion:	
Anticipated Material Cost:	Lighting	Gear	Misc Material
Purchase Order#		(Please send tax exempt certificate.)	

Property Information

Owner of Property:		New building: YES:		NO:		
Address:		Addition to existing: YES:		NO:		
		Renovation: YES:		NO:		
Contact Person:		If yes, percent renovation value to existing value:				
Phone Number:						

Bonding Information

Bonded: YES:	XXX	NO:			Contract# (If Government Job):	
GC Bond Company:				Sub's Bond Company:		
Address:				Address:		
Bond Number:				Bond Number:		
Phone Number:				Phone Number:		

(Need a copy of the Payment Bond submitted with new Job request.)

Name of person completing job sheet:		Company:		Title:	
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Shepherd Electric Supply Credit Department Only

Credit Limit	Secondary Security for Job	Credit Manager Approval	Date