



Date _____ Account # _____
Customer _____ Contact _____
Phone _____ Fax _____

JOB INFORMATION REQUEST FORM

We are in receipt of your recent order and are requesting
the following information to continue processing your order.

PLEASE FAX TO 713-228-9013

PO (if applicable) _____ Job # (if applicable) _____

Job Name _____

Job Physical Address _____

City _____ County _____ State _____

Subdivision _____

Lot _____ Block _____

Is this job a _____ spec or a _____ contract?

Homeowner _____

Homeowner's address _____

Homeowner's phone _____

Deed of trust filed? _____ If yes, who is grantor? _____

Have you filed your Mechanic's Lien Contract? _____

Bank providing interim financing _____ Officer _____

Phone _____ Interim loan in whose name? _____

Who is listed on the loan agreement as the CONTRACTOR? _____

Title Company _____ Phone _____

Is this job tax exempt? _____ Yes _____ No (If yes, please attach certificate)