



Ditchingham Mens Shed

WORKSHEET

DATE.....

ORDER TAKEN BY.....

CLIENT'S NAME.....

CLIENT'S ADDRESS AND/ OR Ph No.

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.....

JOB DESCRIPTION

Do a sketch (overleaf if big!), what is it? number required and give any details of the materials needed, eg, overall dimensions, timber size(s) and type(s), then draw up a cutting list.

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DELIVERY DATE (Estimated an agreed).....

PRICE FIXED [OR if quoted]

NOTES: All work done on a 1st come, 1st served basis. Don't make promises we can't keep.