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DO & CHARGE FORM

DATE: _____ REF No: _____

CLIENT'S TRADING NAME: _____

CLIENT'S FULL or LEGAL NAME: _____

Phone: _____ Fax: _____

Mobile: _____ Email: _____

Physical Address: _____ Postal Address: _____

State: _____ Postcode: _____ State: _____ Postcode: _____

DETAILS OF MATERIALS TO BE SUPPLIED / WORKS TO BE PROVIDED:

CLIENT REQUESTED THE ABOVE MATERIALS AND/OR WORKS BY: PHONE / FAX / EMAIL / MAIL / IN PERSON / VIA WEBSITE

I agree that I have ordered the above materials and/or works. I have read and understand the TERMS AND CONDITIONS OF TRADE (overleaf or attached) of Andrew McCarthy T/A Intech Plumbing & Construction which form part of, and are intended to be read in conjunction with this Do & Charge Form and agree to be bound by these conditions. I authorise the use of my personal information as detailed in the Privacy Act clause therein. ***I agree that if I am a director or a shareholder (owning at least 15% of the shares) of the Client I shall be personally liable for the performance of the Client's obligations under this contract.***

| | |
|--|---|
| <p>SIGNED (CLIENT):</p> <p>_____</p> <p>Name: _____</p> <p>Position: _____</p> <p>ID: _____ Date of Birth: _____</p> <p><small>(Driver's Licence, Passport, etc.)</small></p> | <p>SIGNED (WITNESS TO CLIENT'S SIGNATURE):</p> <p>_____</p> <p>Name: _____ Date: _____</p> <p>Address: _____</p> <p>State: _____ Postcode: _____</p> |
|--|---|

SIGNED (BUILDER): _____ Name: _____ Date: _____

WORK UNDERTAKEN BY: (Name:) _____ **LICENCE NUMBER:** (If Applicable): _____

| MATERIALS | QTY | \$ Cost per item | AMOUNT |
|---------------------------|-----|------------------|--------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| TOTAL MATERIALS \$ | | | |

| LABOUR | HRS | \$ Rate per hr | AMOUNT |
|------------------------|-----|----------------|--------|
| | | | |
| | | | |
| | | | |
| | | | |
| TOTAL LABOUR \$ | | | |

| SUNDRIES | \$ Cost | AMOUNT |
|--------------------------|---------|--------|
| | | |
| | | |
| | | |
| TOTAL SUNDRIES \$ | | |

Note: This form is not suitable for use where a Domestic/Residential Contract is required by State Legislation.

| | |
|--------------------------|--|
| TOTAL SUNDRIES \$ | |
| SUB TOTAL | |
| GST | |
| GRAND TOTAL | |