

JOB INFORMATION SHEET

The following is required on all jobs.

1. This Job Information Sheet, filled out completely. Acct # _____
2. A signed purchase order, identifying project and stating approximate material requirements. DSO # _____
 - A. Amount and Description of Materials to be Furnished: Amount: \$ _____
Description: AAON HVAC Equipment Starting Date: _____
 - B. Customer issuing PO: Name _____ Ph: _____
Street Address: _____ Fax: _____
City: _____ State: _____ Zip Code: _____
 - C. Customer Relationship to Job: ☐ Owner ☐ General Contractor ☐ Subcontractor
☐ Other (Specify): _____
 - D. Job Location: Name: _____ Ph: _____
Street Address: _____ Fax: _____
City: _____ State: _____ Zip Code: _____
 - E. Property Owner: _____
Name: _____ Ph: _____
Street Address: _____ Fax: _____
City: _____ State: _____ Zip Code: _____
 - F. General Contractor: _____
 1. Name: _____ Ph: _____
Street Address: _____ Fax: _____
City: _____ State: _____ Zip Code: _____
 2. Surety Name: _____ Ph: _____
Street Address: _____ Fax: _____
City: _____ State: _____ Zip Code: _____
 - G. Prime Subcontractor (if other than customer): _____
 1. Name: _____ Ph: _____
Street Address: _____ Fax: _____
City: _____ State: _____ Zip Code: _____
 2. Surety Name: _____ Ph: _____
Street Address: _____ Fax: _____
City: _____ State: _____ Zip Code: _____

FOR SALES USE ONLY

Territory _____
Salesman _____

SUBMITTED BY: _____
Position / Title: _____
Date: _____

**NOTE: PLEASE FORWARD COMPLETED FORM:
ATTN: AAON CREDIT DEPARTMENT/LINDA DUNEC**

Signature (Customer)