

Job Sheet

Job No:

Customer Details					
Company Name & Address:					
Contact:					
Date:	/	/	Date Req:	/	/
E-mail Address:					
Order Number:					

Artwork					
	Inhouse		Supplied		External
Details:					
Notes:					
Signed Off by:		Date:		/	/

Job Details					
Item	Size	Qty	Materials	Description	Cost

Workshop Specifications							
Print Quality	Photo	High	Stand	Fast	Other		
Vinyl Type	1-3 yr	3-5 yr	Remove	Cast	Other		
Laminate	Gloss	Matt	Cast	None	Other		
Banner	Heavy	Mesh	Canvas	Other			
Mounting	Correx	Forrex	Di-Bond	3mm	4mm	5mm	10mm
Finishing	Hems	Eyelets	Drilled	Folded	On-Site	Other	

On Site Work					
Preperation	Holes	Frame	Cleaning	Other	
Scaffold					
Extra Fixings					
Labour					

Time		
Start	Finish	Totals
:	:	:
:	:	:
:	:	:
:	:	:
:	:	:
:	:	:
:	:	:

Suppliers		
Company	O	R

Completed	
Signed	Date
	/ /