



JOB INFORMATION SHEET

ONESOURCE'S CUSTOMER INFORMATION			
OneSource Salesperson Name:		Date:	
Customer Name:		Customer Account #:	
Customer Address:		Purchase Order Issued: Yes No	
Customer Contact Name:	Contact Phone:	Contact Email:	
JOB INFORMATION			
Project Start Date:	Est. Completion Date:	DTS Job?: Yes No	
General Description of Materials/Services:		Est. Job Value:	
Job Tax Exempt? Yes No Resale #:		**Resale/Partial Exemption Certificate must be submitted with Job Information Sheet. If provided at a later date, retroactive sales tax credits may not apply.	
Job Type: Private Residential Commercial Public Federal Tribal			
Job Name:		Job No.:	
Job Address:			
Customer's Jobsite Contact Name:			
Jobsite Contact Phone:		Jobsite Contact Email:	
SOLAR JOBS <small>(Construction Loan Lender Information Below is Required for Solar Jobs)</small>			
Finance Type: Cash Financed Lease Power Purchase Agreement			
CONSTRUCTION LOAN LENDER			
Lender Name:		Lender Phone:	
Lender Address:			
PAYMENT/PERFORMANCE BOND <small>(Required: Public, Federal and Tribal Jobs (Private if applicable))</small>			
General/Prime/Direct Contractor's Surety		Bond No.:	
Surety Name:			
Surety Address:			
Customer or Subcontractor's Surety		Bond No.:	
Surety Name:			
Surety Address:			
PROPERTY OWNER or LANDLORD			
Name:		Phone:	
Address:			
Contact:	Phone:	Email:	
PROJECT OWNER <small>(i.e. End User/Tenant/Solar System Owner)</small>			
Name:		Phone:	
Address:			
Contact:	Phone:	Email:	
GENERAL/PRIME/DIRECT CONTRACTOR			
Name:		Phone:	
Address:			
Project Manager:	Phone:	Email:	
SUBCONTRACTOR <small>(If Not Customer)</small>			
Name:		Phone:	
Address:			
Project Manager:	Phone:	Email:	

Incomplete job information may result in delays in timely job setup. Please ensure all details are provided accurately.

I understand that OneSource is relying on the truthfulness and accuracy of the above information in providing the materials and services for this project and declare that the foregoing is true and correct.

Completed By: _____
Signature
Date
Print Name
Title