

# PLUMBING WORK ORDER

## CONTRACTOR

COMPANY: \_\_\_\_\_  
ATTN: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE: \_\_\_\_\_  
ZIP: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_

## CLIENT

COMPANY: \_\_\_\_\_  
ATTN: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE: \_\_\_\_\_  
ZIP: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_

## PAYMENT

Down Payment: \$ \_\_\_\_\_  
Payment is Due: \_\_\_\_\_  
Total Amount: \$ \_\_\_\_\_  
Payment is Due: \_\_\_\_\_

## SCHEDULE

Date: \_\_\_\_\_, 20\_\_\_\_  
Work Order No.: \_\_\_\_\_  
Start Time (if any): \_\_\_\_:\_\_\_\_ ☐ AM ☐ PM  
End Time (if any): \_\_\_\_:\_\_\_\_ ☐ AM ☐ PM

LABOR	HOURS	RATE (\$/HR)	AMOUNT (\$)
TOTAL			

PARTS / MATERIALS	QUANTITY	UNIT PRICE	AMOUNT (\$)
SUBTOTAL			

IN WITNESS WHEREOF, the Client agrees to pay the total amount when payment is due for the services requested and products / materials used. The Contractor agrees to provide the services in exchange for the total amount.

CLIENT'S SIGNATURE \_\_\_\_\_

Date \_\_\_\_\_

CONTRACTOR'S SIGNATURE \_\_\_\_\_

Date \_\_\_\_\_

SUBTOTAL	
DISCOUNT	
TAX / VAT	
TOTAL	

