

## Work Order Details

<b>To:</b>	SUSTAINED ELECTRICAL & SOLAR	<b>ETS Phone:</b>	1300 755 455
<b>Order Number:</b>	PO1768-MS02-001	<b>ETS Email:</b>	admin@etsaus.com.au



<b>Customer Details:</b>	AMANDA CLAYTON
<b>Site Address:</b>	8 Somerville Cct, Murwillumbah NSW 2484
<b>Customer Phone:</b>	0438853619

Please scan & complete site risk assessment before proceeding with works.

HOME ASSIST elec strictly \$250 + GST cost limit: The electric oven has stopped working. The cooktop is gas and is working.

All amounts shown are exclusive of GST.

Hi SUSTAINED ELECTRICAL & SOLAR,

You have been assigned a new work order.

1.1. Please attend site and complete the required works, as outlined in this work order (*information to be placed in the free-type area*), ONLY if it can be completed within the cost limit outlined.

1.2. If you cannot complete the works within the cost limit, please call ETS from site for instruction on how to proceed.

1.3. On completion of these works, please SMS your completion photos to 0499 196 365 or email them straight away to admin@etsaus.com.au

1.4. NOTE: If any private works are approved between yourself and the homeowner, a signed approval must be obtained and we recommend payment be made before completion of works.

**Please be reminded - By accepting the work order, the contractor accepts the below:**

**OHS:** State Occupational Health and Safety regulations and policies must be adhered to for the duration of the Subcontractors time on site. It is the Subcontractors responsibility to complete a risk assessment before commencing all the jobs and immediately reporting any high-risk hazards to Emergency Trade Services Pty Ltd prior to commencing the jobs. Where a high-risk Hazard is identified, or for any jobs exceeding \$1,000, a SWMS must be completed and supplied to Emergency Trade Services Pty Ltd PRIOR to the jobs beginning. Subcontractors are required to ensure that all safety procedures relating to the trade type are followed and hold all appropriate licenses and insurances.

**SOW:** It is the responsibility of the sub-contractor to advise of any discrepancies in the scope of works. Any alteration or variance to the scope of works provided must be approved by Emergency Trade Services Pty Ltd prior to works commencing. Emergency Trade Services Pty Ltd reserves the right to withhold invoice payment for any additional works completed outside of the requested scope.

**ALL INVOICES MUST BE SUBMITTED VIA THE LINK IN THE EMAIL.**

Thank you.