

**PURCHASE ORDER**

<b>Assigned To</b>	A TO Z FLOORING SOLUTIONS	<b>Order Number</b>	PO23218
<b>Order Date</b>	31/10/2024	<b>Job Number</b>	I04630
		Please quote the above order number in all correspondence for this order	
<b>Client Reference</b>	6140143126	<b>Supervisor</b>	Toby Burns
<b>Site Contact Name</b>	Nda Realty One Pty Ltd Atf Nda (Mr Narson Kundur)	<b>Supervisor Contact</b>	0419 731 743
<b>Site Contact Phone</b>	0433340395	<b>Customer Email</b>	narsonreddy@hotmail.com
<b>Site Address</b>	68 Durham Cres, Bray Park, QLD 4500		

<b>Start / Required By Date</b>	31/10/2024
<b>Completion Date</b>	29/11/2024
<b>Additional Notes/Instructions:</b>	Hi Zoran Could you please contact the customer and confirm which flooring he would like to use throughout the property so we can get the ball rolling. Any queries please give me a call... (Mr Narson Kundur) 0433340395

**PO23218**

**Flooring**

**ENTRY**

Labour for flooring of the following description  
Labour only to fit floating timber flooring and trims. Approximately 7.5 m2

Specialist flooring supply. Custom run flooring, parquetry, set up fees etc  
Supply only of 14mm pre-finished floating Merbau flooring and trims, 2mm foam underlay and 200 um moisture barrier.  
Approximately 7.5 m2

**HALL**

Labour for flooring of the following description  
Labour only to fit floating timber flooring and trims. Approximately 10 m2

Specialist flooring supply. Custom run flooring, parquetry, set up fees etc  
Supply only of 14mm pre-finished floating Merbau flooring and trims, 2mm foam underlay and 200 um moisture barrier.  
Approximately 10 m2



**OPEN PLAN AREA**

Labour for flooring of the following description  
Labour only to fit floating timber flooring and trims. Approximately 61 m2

Specialist flooring supply. Custom run flooring, parquetry, set up fees etc  
Supply only of 14mm pre-finished floating Merbau flooring and trims, 2mm foam underlay and 200 um moisture barrier.  
Approximately 61 m2

Totals		Totals
Subtotal		\$14,430.00
GST		\$1,443.00
Total		\$15,873.00

Please ensure you submit your Invoice via the Invoice Link from the Purchase Order email. If the Link has expired, please email [central.accounts@tbs.com.au](mailto:central.accounts@tbs.com.au) and we can reactivate for you. Please do not email your invoice to [townsend.mailer@primeeco.tech](mailto:townsend.mailer@primeeco.tech) as our Accounts team will not receive this. Invoice must be in PDF format and include our Purchase Order number clearly visible on the Invoice. Failure to do so may result in delayed or non-payment

Please Note: The TBS Supervisor/Case Manager for this job must be notified in writing of any changes to costing and receive approval, PRIOR to works being completed and your invoice being submitted.

All other documents relating to this Order (eg, reports, photos and certifications) should be uploaded using the ShareLink on the Purchase Order email or sent to [tradedocs@tbs.com.au](mailto:tradedocs@tbs.com.au)

<p><i>The sub-contractor remains responsible to undertake site risk assessment as per normal WHS procedures, including minimising exposure to the COVID-19 virus. Please notify Townsend Building Services in the event of potential COVID-19 exposure.</i></p>
<p><b>Conditions of Purchase Order:</b></p> <ul style="list-style-type: none"><li>• By accepting to undertake works as outlined within this Purchase Order, you also acknowledge acceptance of Terms &amp; Conditions presented within the Townsend Building Services Period Subcontract General Conditions which can be found at <a href="https://www.tbs.com.au/s/period_subcontract_terms_and_conditions.pdf">https://www.tbs.com.au/s/period_subcontract_terms_and_conditions.pdf</a>.</li><li>• Contractors are required to contact the client the day prior to confirm entry.</li><li>• <b>QBCC licenced contractors are reminded of their obligations to only carry out works that is included within their licence class Scope of Work. You may not carry out, or engage others to carry out, more than \$3,300 of incidental work if not licenced to do so. If you consider that this purchase order has requested you to carry out works outside of your licencing obligations please <u>do not proceed</u>. Contact your TBS representative for alternative instructions.</b></li><li>• <b>Where any worker suspects that a product to be handled on site contains asbestos or lead paint, <u>stop work immediately</u> and contact your TBS representative for further instructions.</b></li><li>• Contractors are required to clean up on completion of the works; failure to do so may incur a back-charge of associated costs.</li><li>• Any material or colour selection made by our client must have a written agreement from the client, confirmed by your TBS representative, prior to commencement of works. Failure to comply may incur rectifications at your cost.</li><li>• Any variation to scope, or extra work requested by our client, including private arrangements between our client and you, must be approved in writing by us before work is undertaken. Failure to comply with this condition may result in non-payment of your invoice.</li><li>• All products and materials must satisfy Australian Standards in quality, safety, performance and service of a product, including product quality guarantees.</li></ul>