|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Hold Point Release Number:** [Hold Point Release Number] | | | | **Contract Number:**  [MainRoad Contract No] | |
| **Lot ID / Description** | | | | | |
| [LotID / Desription] | | | | | |
| **Specifications Reference** | | | | | | |
| [Specifications Reference] | | | | | | |
| **Comments** | | | | | | |
| **Contractor Remarks/ Comments:**  [Contractor Remarks / Comments] | | | | | | |
| **Client Remarks/ Comments:**  [Client Remarks / Comments] | | | | | | |
| Contractor Representative | [Contractor Representative Name] |  | Signature: | |  | |
|  | [Contractor Representative Role] |  | Date: | | [Contractor Representative Signed Date] | |
|  |  |  |  | |  | |
| Client Representative: | [Client Representative Name] |  | Signature: | |  | |
|  | [Client Representative Role] |  | Date: | | [Client Representative Signed Date] | |

Notes for the PowerApp:

* HP number must be validated to ensure it is 001 even if the user inputs as 1, or 01 i.e. pad zeros as necessary
* Once the user submits the HP, PowerApps must
  1. Create a folder called **HP-001** under Shared Documents\Quality\Hold Points\
  2. Save a pdf of the form as HP-001.pdf
* Different users will be inputting the form on different stages
* Every time a user submits the form, it overwrites the previous file (SharePoint keeps a version history)