

**WORK ORDER AUTHORIZATION**

Date: \_\_\_\_\_ Project No: \_\_\_\_\_ Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_  
State Zip Code

Ordered By: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Principal: \_\_\_\_\_

Address: \_\_\_\_\_

City State Zip Code

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Bill To**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Attn: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Mobile: \_\_\_\_\_

City State Zip Code Email: \_\_\_\_\_

**Work Description**

**Cost Estimate**

Total cost estimated: \_\_\_\_\_

This estimate is based on a verbal conversation between \_\_\_\_\_  
and QCL's representative \_\_\_\_\_ and may require modification based on  
actual performance.

**Agreement**

It is agreed that the above work is to be performed and that we will be billed on a time and materials basis at the prevailing rates as said work progresses, unless exception is shown in writing as follows:

Approved By: \_\_\_\_\_  
SIGNATURE PRINT NAME

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Company: \_\_\_\_\_