



Aug 2012

## Job Completion Form

For works carried out using the Association Maintenance Pool Fund

**Centre:** \_\_\_\_\_

**Works carried out:** \_\_\_\_\_

**Date application approved:** \_\_\_\_\_

**Date work completed:** \_\_\_\_\_

**Cost Under / Over Runs:** \_\_\_\_\_

**Name of Contractor:** \_\_\_\_\_

- Has the job been completed to the satisfaction of your centre?

Yes / No

**Comments** \_\_\_\_\_

\_\_\_\_\_

- Would you endorse that the contractor be included in the Associations "recommended trade contractors" list?

Yes / No

- Has your centre paid their contribution to the Association?

Yes / No

- Has the contractors invoice been sent to the Association?

Yes / No

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Date