Business name _____
Address _____
Phone _____
Email _____
VAT no. _____

JOB SHEET

Painter & Decorator

Job no. _____
Date _____

CUSTOMER

ADDRESS OF THE WORK

WORK ASKED FOR

WORK DONE

Arrived _____ Left _____ Hours _____

CHECKS

	Done	N/A
Furniture moved and floors and furniture covered	☐	☐
Surfaces washed, filled and sanded	☐	☐
Mist coat on new plaster	☐	☐
Coats applied as quoted to walls, ceilings and woodwork	☐	☐
Colours, codes and finishes recorded for each room	☐	☐
Leftover paint labelled and left for touch-ups	☐	☐
Masking removed, switches and sockets cleaned	☐	☐
Room cleaned and furniture put back	☐	☐

MATERIALS USED

Item	Qty

NOTES, PHOTOS TAKEN, ANYTHING TO COME BACK FOR

SIGN-OFF

Customer signature _____ Date _____

Painter & Decorator signature _____ Date _____

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