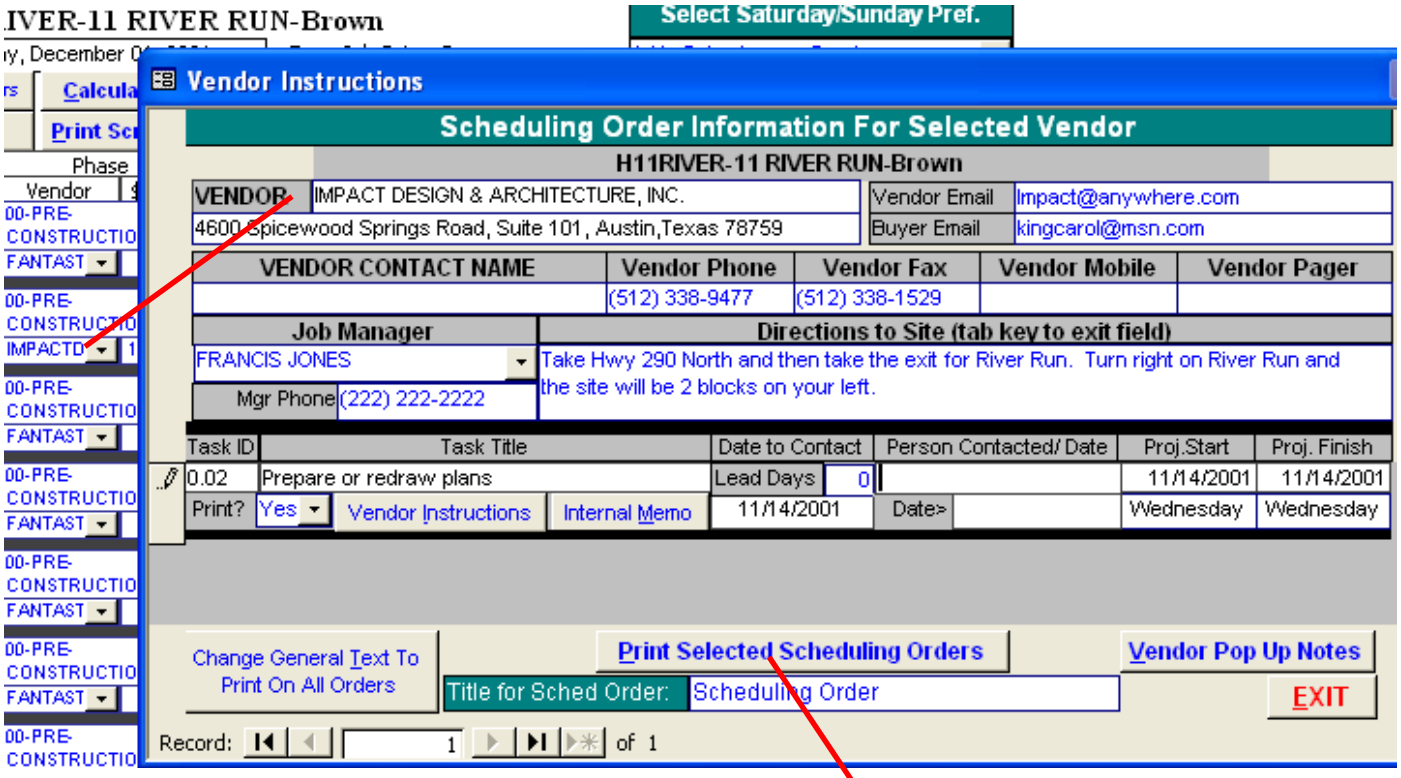
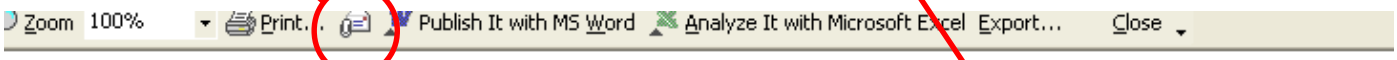
Assign Vendors from the Vendors that are set up in CHS. Vendor email address and phone numbers will be supplied to a "Scheduling Order" screen that you can use for instructions to vendor and memos to yourself.



ALL reports in CHS can be emailed to a recipient!



Scheduling Order

ISSUED FROM:

FANTASTIC BUILDERS, INC.

OFFICE PHONE: (111) 111-1111 **FAX NUMBER:** (222) 222-2222

ISSUED TO:

IMPACT DESIGN & ARCHITECTURE, INC.
4600 Spicewood Springs Road, Suite 101, Austin,Texas 78759
Office Phone: (512) 338-9477 **Fax Number:** (512) 338-1529 **Mobile:** **Pager:**
Vendor Email: Impact@anywhere.com

For Scheduling of Tasks at the following property:

PROPERTY: 11 RIVER RUN, City of the Hills, TX Buyer(s): Jack and Jill Brown

Buyer Home #	Buyer Work #	Buyer Mobile #	Buyer Fax #	Buyer Email
(999) 999-9999	(888) 888-8888	(666) 666-6666	(777) 777-7777	kingcarol@msn.com

Directions to Site: Take Hwy 290 North and then take the exit for River Run. Turn right on River Run and the site will be 2 blocks on your left.

This is notify you of the targeted schedule dates for work to be performed at the property specified.

H11RIVER	**Job Manager:** FRANCIS JONES	**Phone #** (222) 222-2222	**Target Start**	**Target Finish**
0.02	**Prepare or redraw plans**		14-Nov-01	14-Nov-01
	Type as many instructions for the vendor as needed and they will print on the scheduling order.			