[Company name]

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Plumber job sheet

One sheet per job - the details, the work, the parts and the hours, all in one place.

Job number	[JOB-0001]
Date	[Date]
Customer	[Customer name]
Contact number	[Phone]
Job site address	[Full site address]
Water shut-off location	[e.g. under kitchen sink / street stopcock]
System type	[e.g. combi / conventional / unvented]
Boiler make and model	[Make and model, if relevant]

Work description

[Describe the work to be done]

Parts and materials used

Part / material	Qty	Notes
Copper pipe 15mm	[length]m	
Push-fit elbows 15mm	[qty]	
[Fixture, e.g. basin taps]	[qty]	
PTFE tape / jointing compound	[qty]	

Labour

Operative	Start	Finish	Hours
[Name]			

Completion

[Company name]

Work completed	[Yes / No - if no, what remains]
Follow-up required	[Yes / No - details]

Sign-off

Operative	Customer	Date