

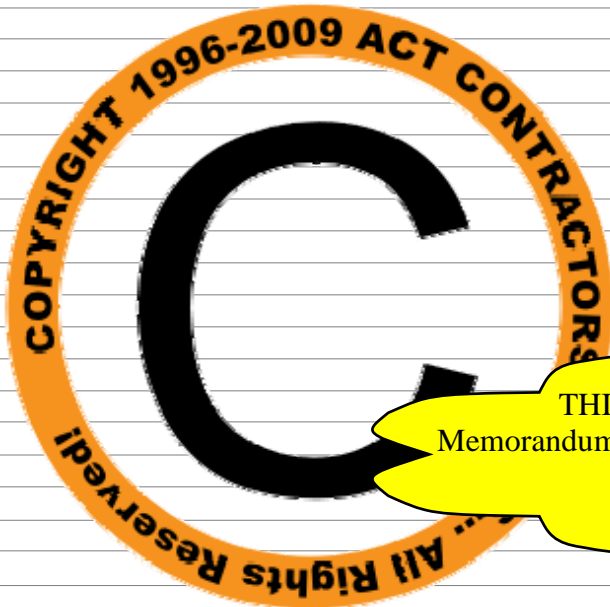


*For an extraordinary roof!"*

1475 Jillbarr Court  
Dallas, TX 75398  
Office .. 214.xxx.xxxx  
Fax. .... 469.xxx.xxxx  
jim@calform.com  
TX Reg. No. XXXXXX

Memo To: John Q. Project Manager	Memo From: Joe Contractor
Project Name: Peterson Residence	Copy(s) To: Mr. Peterson
Subject: see below	

Date: 5/30/08
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THIS IS FORM "MEM" Construction Memorandum Use this form for quick notes or messages.

Please Reply by: 8-12-09

Writer: \_\_\_\_\_ Date: \_\_\_\_\_

No reply necessary.

Recipient: \_\_\_\_\_ Date: \_\_\_\_\_