
ABC Contractors Inc**CORRESPONDENCE
RECEIVED**

55 Main Street
Sometown, PA 99999

Phone: (555) 555-5555
Fax: (555) 555-5554

Log No. 1

TITLE: Correspondence Received

PROJECT: Sample Project
Sample Project #1

STATUS: Open

JOB: 630-A

FROM: Greg Towne
General Contractors, Inc.
7200 Seaview Terrace
Anywhere, US 55555-6987
Phone:555-555-9841 Fax:555-555-6314

CONTRACT/PO: Proj#1

DATE RECEIVED: 07/10/2002

TIME RECEIVED: 2:39 PM

REQUIRED:

RESPONDED:

COST: \$25.00

Source Document:

Type: REC **Number:** 1 **Date:** 07/10/2002 **Status:** Closed

Description: description of correspondence received

Remarks:

Remarks from correspondence received