

PUNCH CORRECTIVE ACTION REQUEST FORM



Dept/Site: KNOX - Install/Repair/Measure Svcs

Request ID: R-344

Scope of Request: Install Srvc/Expenses

Job#: 25-068

Request Date: 04/14/25 6:46 AM

Project Name: Hotel Monroe - GBR's

Need By Date: 04/17/25

Customer Name: Echo Build, LLC

Requested By: kcaldwell@readwindow.com

Proj Mgr: kcaldwell@readwindow.com

Punch Type

Punch Request (Non-Billable)

Request Description

install labor, trip and lodging

Reason For Request

Ordered Incorrectly

Request Notes

Refer to R-266, hardware was ordered white but should have been black. Installers had to take down all of the installed shades and replace the white with the black.

Support Docs Provided

invoice 041425

Measured By:

SUB - Chalmation

Installed By:

SUB-Chalmation Installation

Production Notes:

Customer Related Issue Notes:

RESOLUTION

Request Date: 04/14/25 6:46 AM

Punch Source:

Need By Date: 04/17/25

Department Source:

Actual Completion Date:

Training Required:

Request Fulfillment Duration: 0

Corrective Action Taken:

INVENTORY COST

LABOR COST

TOTAL RWP PUNCH COST:

BUY-IN MTL COST

FREIGHT COST

0

Last Modified Date:

04/14/25 6:46 AM