

- Click the “Save Disk” icon and choose PDF. This will open another browser tab. Once saved print 3 copies of the Wood PO for file, applicant and Wood Vendor.

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Maine State Housing Authority (MaineHousing)
Home Energy Assistance Program (HEAP)
WOOD PURCHASE ORDER (PO)

PO NUMBER: 0000006463 PO ISSUE DATE: 11/13/2020

Vendor: Betty Young
57 Morse Hill Rd
West Paris, ME 04289
Phone:

Customer: Nina N MH
527 Penobscot Street
Rumford, ME 04276
Phone: (207) 357-7574

CAA Name: Community Concepts, Inc
CAA Address: 17 Market Square
South Paris, ME 04281

Authorized by: Lori McPherson
Phone: 207-743-7716
Email:

DELIVERY INSTRUCTIONS:
Vendor must deliver what is listed on this Wood Purchase Order. Any alterations/changes to the PO may result in the Vendor not being paid. If a client/vendor finds the PO is not correct, please contact the CAA prior to making the delivery. Delivery must be made within 60 days from the date this PO was issued, otherwise the Vendor must request an extension from the CAA named above. Delivery requirements are as follows:
Wood Type : Seasoned:16-18in split Quantity: 2,818 Unit Cost: \$275.00 Total Cost: \$775.00
Additional Requirements:

APPLICANT INSTRUCTIONS
The Applicant or designated representative (17 years or older) must sign for each delivery of wood that has been delivered. If the wood delivery is not satisfactory, do not sign the PO and contact MaineHousing by email at ltheap@mainehousing.org or call (800) 452-4668.
NOTE: The HEAP Benefit is intended for the sole use of the eligible household. A HEAP recipient may not sell, transfer, release or otherwise convey the right to that fuel without written approval of MaineHousing. Any unauthorized use, transfer, acquisition or possession of fuel provided through fuel assistance is a Class E crime with up to 6 months in prison and/or a fine up to \$1,000.

COMPLETED BY VENDOR
VENDOR INSTRUCTIONS: (1) Complete and sign all copies; (2) Obtain the Applicant signature on all copies; (3) Retain the vendor copy, give the applicant copy to the Applicant, and return the original to the Community Action Agency (CAA) identified above.
Total # of Planned Deliveries: _____ Comments: _____

DELIVERY 1	DELIVERY 2	DELIVERY 3
Delivery Date: _____ # Of Cords: _____ Cost Of Delivery: _____	Delivery Date: _____ # Of Cords: _____ Cost Of Delivery: _____	Delivery Date: _____ # Of Cords: _____ Cost Of Delivery: _____
VENDOR: I certify that delivery of the wood in the total amount and type stated herein has been made to the Applicant. Signature: _____ Date: _____	VENDOR: I certify that delivery of the wood in the total amount and type stated herein has been made to the Applicant. Signature: _____ Date: _____	VENDOR: I certify that delivery of the wood in the total amount and type stated herein has been made to the Applicant. Signature: _____ Date: _____
APPLICANT: I certify that the delivery of wood in the amount, type and delivery indicated has been made to my satisfaction. Signature: _____ Date: _____	APPLICANT: I certify that the delivery of wood in the amount, type and delivery indicated has been made to my satisfaction. Signature: _____ Date: _____	APPLICANT: I certify that the delivery of wood in the amount, type and delivery indicated has been made to my satisfaction. Signature: _____ Date: _____

Prepared by MaineHousing Wood Purchase Order HEAP 11132020

- Word
- Excel
- PowerPoint
- PDF
- TIFF file
- MHTML (web archive)
- CSV (comma delimited)
- XML file with report data
- Data Feed