**GUIDELINE FOR RESIDENTIAL WORK QUESTIONAIRE:**

Name:

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Church Name:

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Address:

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City:

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State:

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Zip Code:

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Phone:

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Email:

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Please check the appropriate boxes below:

* We are building a new home, and are interested in some art glass for it. Provide us with as much of the following information as you can at this time:
  + Entryway glass for: Door(1 or 2), Sidelights, or Paladium Wd? How many and what size.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Glass for Master Bath. How many & Size.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Glass for Cabintry Doors: How many & size of doors.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Glass shelves: How many & what size\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Will you need the clips supplied? Nickel or Brass\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Will you need us to install\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Stained Glass will be installed in our existing windows. (Wood or Metal frames).
  + Would you like us to provide a scaled design? If so, please attach any pictures or ideas you would like us to use; and give us any additional directions below:

Additional Comments or Questions:

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* We are requiring extensive Restoration of our existing Windows.

Provide us with as much of the following information as you can at this time:

* + Our Stained Glass is \_\_\_\_years old.
  + A (few or many) pieces of glass are broken.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + The Caming is ( Lead, Zinc, or Plated Metal?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + The Lead caming appears to need attention. (Solder joints and Reinforced Bars are separating.
  + The Glass will need re-cementing and cleaning.
  + Elevation to the inside floor and the outside landscape.
  + Please attach photos, and give any further information.

Additional Comments or Questions:

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* We are requiring a small repair done on our existing glass.

Provide us with as much of the following information as you can:

* + Entryway or other location?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + How many pieces are broken?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Approximately what size are the pieces?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Can you submit a photo or do you know the type of glass it is?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Comments or Questions:

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\*This is not intended to supply you with all the information required. It should be used as a guide to help you determine what information we will need to gather, and to give us a starting point.