

Client Report: Habitat for Humanity

Client Details

Name	Habitat for Humanity
Xerox Number	
Community	THUNDER BAY
Address	660 SQUIER ST THUNDER BAY, ON P7B 4A8
PO Box	
Phone	807 345-5520
Email	None
Contact 1	
Contact 2	
I.T. Vendor	
OECM	
Comments	

Products

Model	Serial	Install Date	Status	Lease holder	Contract Expires	Comments
C8230	ZRG691702	Jan. 21, 2025			None	

Logbook Entries

Date	Type	Title	Due Date	Action
Aug. 20, 2025	CONTRACT	New C625 + EAL C8230	Dec. 8, 2025	September 4th, 2025 - put a list of orders together with serial numbers and next steps for tracking/managing with Tammy. Need to get the ETA on this unit. August 26th, 2025 - sent the contracts (2) to Todd for signatures last Friday. Followed up with him today to see if we can get them back this week, or if we should move this to September contract dates. August 20th, 2025 - received approval from Todd to move forward with the

Date	Type	Title	Due Date	Action
				contract. Sent the details via email to Analilian for review and approval. Received approval from Analilian. Pulling contract details from VQX now. Need client signatures.
Aug. 20, 2025	SERVICE	C8230 CPC Order #425858	None	September 5th, 2025 - exchanged notes with Colin and Steve - asked Colin to book a date to go in. September 4th, 2025 - asked Alexa for help with the CPC contract not being in the system yet. Sending an email to Todd and Steven to get a service tech on site sooner. August 20th, 2025 - sent the CPC contract details to Doralee to have a new SMA plan created. Need to get this back and to the customer for signature ASAP.