SANDS ISD

MAINTENANCE WORK ORDER

NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                 DATE\_\_\_\_\_\_\_\_\_\_\_\_\_

REPAIRS NEEDED IN :

ROOM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_           HOUSE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BRIEF DESCRIPTION OF THE PROBLEM:

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(FOR OFFICE USE ONLY)

DATE RECEIVED                 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE APPROVED              \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   BY  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE STARTED                  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE COMPLETED           \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   BY  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_