

Lunenburg County Board of Education



Office of Transportation and Maintenance

MAINTENANCE REQUEST & WORK ORDER

Requested by: _____

DATE: _____

WORK REQUESTED (JOB DESCRIPTION):

Administrator's Signature _____

LOCATION _____ ROOM # _____

ASSIGNED TO:

WORK COMPLETED:

DATE COMPLETED: _____

APPROVED BY: _____

IF INCOMPLETE, EXPLAIN:

