

# WORK ORDER REQUEST

Maintenance Phone Number - 586.294.1910

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Unit: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Via Telephone

Walk-In

Do we have permission to enter?

YES

NO

Type of work to be done:

PLUMBING

ELECTRICAL

WATER

INSTALLATION

◇ SEE ATTACHED

OTHER

Description of work need to be done:

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HG initials: \_\_\_\_\_

date: \_\_\_\_\_

time: \_\_\_\_\_