

Klamath-Trinity Joint Unified School
District

Work Request

- | | |
|---|-------------------------------------|
| <input type="checkbox"/> Maintenance | <input type="checkbox"/> Electrical |
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> A/V Repair |
| <input type="checkbox"/> Site Development | <input type="checkbox"/> Heat |
| <input type="checkbox"/> Moving | <input type="checkbox"/> plumbing |
| <input type="checkbox"/> Repair | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Other |
| <input type="checkbox"/> Gardening | |

Site _____ Room# _____ Exact Location _____

Work
Required _____

Date Requested: _____

Signature of Site Administrator _____

- Charge Cost:
- Project: _____
 - Maintenance: _____
 - Site: _____
 - District: _____
 - Other: _____

Priority 1 2 3 4
Emergency _____ Date Assigned _____

Personnel Assigned _____

Comments

Signature of Director _____