

North Pike School District

Maintenance Work Order Request

* Employee/Teachers complete blue boxes:

Date submitted:

Requester:

School:

Building:

Room:

Type of work: Ex. General, Priority, Urgent

Description of Work:

* Required Administrator's Signature:

* Maintenance completes the following:

Received date:

Received By:

Assigned date:

Assigned to:

Completed work Description:

Completed date:

FAX Work Orders to 601-249-2622