Most Holy Redeemer Catholic Church-Request for Maintenance Assistance Work Order

Date of Request

Name of Requester

Project Description:

Needed by:

Is there a safety concern prompting this request? Y N

Safety Concern:

**TO BE COMPLETED BY OFFICE STAFF ONLY**

Date received by office:

Approval:

Date approved:

Work Order Number Assigned:

Job completed (initials) Date completed

Comments