

Dir. of Maint. Approval

# SUMMER WORK REQUEST

## GALENA PARK INDEPENDENT SCHOOL DISTRICT MAINTENANCE DEPARTMENT

PLEASE SUBMIT A FORM PER EACH REQUEST!

Today's Date: \_\_\_\_\_

Name of School/Dept. or Bldg.: \_\_\_\_\_

Location: \_\_\_\_\_ Rm# \_\_\_\_\_  
*(Problem area)*

Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
*Requested By*

\_\_\_\_\_  
*Principal's Approval*

<i>For MAINTENANCE Use Only!</i>	
Comments: _____ _____	
W/O# _____	Assigned To: _____