

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*

*For MAINTENANCE Use Only!*

Comments: \_\_\_\_\_

\_\_\_\_\_

-

W/O# \_\_\_\_\_

Assigned To: \_\_\_\_\_