

Date: \_\_\_\_\_

# Anderson Union High School District

## WORK ORDER

SITE:    Adult Education             District Office   
           Anderson High             North Valley High   
           Anderson New Tech         West Valley High   
           Community Day Sch.

FROM: \_\_\_\_\_

ROOM OR LOCATION: \_\_\_\_\_

BRIEF SUMMARY OF NEEDED MAINTENANCE OR CUSTODIAL

ITEM: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PRINCIPALS SIGNATURE: \_\_\_\_\_

APPROVE:    YES     NO

PRIORITY -1

-2

DATE: \_\_\_\_\_

-3

MAINTENANCE

PRIORITY -1

ASSIGNED BY: \_\_\_\_\_

-2

-3

ACTION TAKEN: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_