



WYNDHAM HILL CO-OPERATIVE HOMES INC.
08-10

WORK ORDER

OFFICE USE ONLY
RECEIVED ON: _____

WORK REQUESTED BY: _____ UNIT #: _____

DATE: _____ TELEPHONE: _____

PLEASE DESCRIBE THE PROBLEM AS DETAILED AS POSSIBLE:

DESCRIPTION OF PROBLEM

WOULD YOU BE WILLING TO CARRY OUT THE REPAIRS YOURSELF IF PROVIDED WITH THE TOOLS AND MATERIALS? YES NO

SIGNATURE: _____

*****Your signature gives consent to enter your unit.*****

PLEASE FEEL FREE TO FOLLOW UP AT THE OFFICE ABOUT THIS WORK ORDER IF THE WORK HAS NOT BEEN COMPLETED OR YOU HAVE NOT HEARD FROM THE OFFICE WITHIN 30 DAYS ABOUT THIS WORK ORDER

<p>OFFICE USE ONLY: Summary of Work Done: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Date Completed: _____ Date Entered in to Database: _____</p>
