



# COOLAMON RURAL & RESIDENTIAL REAL ESTATE

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## Maintenance Work Request Form

Date of Request	
Requesting Party	
Work Location	
Description of work \repair	
Request Priority:	
High - must be done within 24 hrs	
Medium – within the week	
Low – when you get a chance	
<b>For Office Use Only:</b>	
Date Reviewed:	
Priority Assigned:	
Authorised By:	
Comment:	
Date Work Completed:	
Number of Days to Complete:	
Work Assigned To:	