

MAINTENANCE WORK ORDER

WO# _____

Unit # _____ Member Name(s) _____

Phone # - Daytime _____

Email Address: _____

Maintenance request # 1

Maintenance request # 2

Entrance Requirements

[] Courtesy call required before coming to or entering the unit

[] No courtesy call required – permission given to enter unit as needed for the above work

[] Pet(s) – type _____ number _____ concerns Yes [] No []

Explain _____

Member signature _____

Date _____

WINDFIELD CO-OPERATIVE HOMES, INC.

15-240 Westwood Road, Guelph, ON N1H 7W9 519-824-9144 windfieldcoop@bellnet.ca

For internal use only...

Request # 1

Start Date _____

Completion Date _____

Notes

Incomplete ...reasons

Request # 2

Start Date _____

Completion Date _____

Notes

Incomplete ...reasons
