WORK ORDER

Work order no. _____

Date _____

CUSTOMER

_____

_____

WORK REQUESTED

_____

LABOR AND MATERIALS	QTY / HRS	RATE	AMOUNT
		Subtotal	_____
		Total	_____

WORK PERFORMED

_____

_____

_____

Status ☐ Completed ☐ Not completed ☐ Follow-up needed

TECHNICIAN

_____

Signature

_____

CUSTOMER APPROVAL

I approve the work described above and confirm it was done as marked.

_____

Print name

Date