



REFLECTIONS OFFICE
 2 Stoney Creek Road
 Columbia, South Carolina 29209
 (803) 776-5795

No 0553	Maintenance Work Order
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PRIORITY (CIRCLE) **A B C PM** A-Urgent B-Routine C-Low PM-Preventive Maintenance

DATE WRITTEN _____ TIME WRITTEN _____

REQUESTED BY _____

SERVICE LOCATION _____

WORK REQUESTED

COMMENTS

Started _____
DATE TIME

Completed _____
DATE TIME

Completed By _____

Signature _____