

WORK ORDER



2315 W. Grandview Blvd.
Erie, PA 16506
814-838-9640
814-838-9653 Fax
Info@pastorebuilders.com

DATE: _____

TENANT'S FULL NAME: _____

ADDRESS: _____

CONTACT NUMBER (IF THERE ARE QUESTIONS) _____

PLEASE NUMBER YOUR REQUESTS & BE AS SPECIFIC AS POSSIBLE

WORK TO BE DONE: _____

COMPLETED DATE: _____

BE ADVISED WE DO NOT PROMISE SAME DAY SERVICE.
REQUESTS ARE SERVICED BY MATTER OF URGENCY. WE DO NOT
CALL AHEAD, BUT SERVICE MAY BE EXPECTED 8-4:30 P.M.
WEEKDAYS ONLY. THANK YOU!

IF INCOMPLETE, EXPLAIN:

(SIGNED)