

Maintenance requests:

Submit to Jeannette Loiselle in E3-44

Date: _____ Name: _____ Rm: _____

Supervisor: _____

Require: electrician plumber light change other

Description of job to be done:

Location of job to be done – i.e. SW corner beside xxx instrument

Please mark the spot with a sticky or piece of paper so that the contractor can easily recognize the location of the job.