



# Repair Work Order

## PONCA TRIBE WATER DEPARTMENT

BOX 20 WHITE EAGLE  
 PONCA CITY, OK 74601  
 580 304-2180

<b>Client Name</b>		<b>Order Number</b>	
<b>Client Phone</b>		<b>Order Received</b>	
<b>Location</b>			
<b>Order Date</b>		<b>Start Date</b>	

<b>Authorized By (Name)</b>		<b>Authorized By (Signature)</b>	
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Permission To Enter Space (Circle Appointment/Anytime)			
<b>Anytime</b>	<b>By Appointment</b>	<b>Date</b>	
Property Entry Notice			
<b>Date</b>		<b>Time Arrived</b>	

Work Description

<b>Work Completed By:</b>	
Description of Work and Materials Used	

<b>Work Order Created By</b>	
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<b>Approver Name &amp; Title</b>	
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<b>Approver Signature</b>	
<b>Date of Approval</b>	DD-MM-YYYY

# IENT

By	
End Date	

Signature)	
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me)		
	Time	
Time Departed		

Notes


**If Emergency, Describe Cause of Problem:**

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