



PONCA TRIBE OFFICE OF ENVIRONMENTAL MANAGEMENT
 PWS ID: 063003614
SERVICE REQUEST

Client Name		Order Number	
Client Phone		Order Received By	
Location			
Order Date		Start Date	
Authorized By (Name)		Authorized By (Signature)	

Property Entry Notice

Permission To Enter Space: Circle Appointment/Anytime GIVEN BY:

Date		Time Arrived		Time Departed	
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Work Description	Notes
RECYCLE SCRAP DISCARDED APPLIANCES/FURNITURE	

Work Completed By:

Materials/Equipment Needed

Work Order Created By		If Emergency, Describe Nature of Problem
Approver Name & Title		
Approval Signature		
Date of Approval	DD-MM-YYYY	

JOB COMPLETE	YES	NO
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FOLLOW-UP REQUIRED?	YES	NO	EXPLAIN

SPECIAL INSTRUCTIONS