



# Kickapoo Traditional Tribe of Texas Tribal Field Operations Dept.

Tel# (830) 421-5302  
Fax# (830) 757-4315



## Work Order Form

<b>Requested by:</b>			
<b>Date:</b>		<b>Department:</b>	
<b>Contact Number:</b>		<b>Address/Location:</b>	

Roof Repair
Fencing
Lawn Maintenance (Mowing, Weed-eating, etc.)
Painting
Pick Up Trash at Residence
Remodeling/Rebuilding Home
Lay Concrete (Pavement, Drive-ways, Sidewalks, Etc.)
<i>Assemble/Remove Furniture (Circle One)</i>
Transport (Furniture, Material, etc.)
<b>From:</b> _____ <b>To:</b> _____
OTHER
<u>Details/Explain:</u>

\*Any jobs that require material, supplies, and/or special tools, are to be purchased by *requestor*.

<b>Requested By (Signature):</b>	<b>Date Requested:</b>
<b>Received By:</b>	<b>Date Received:</b>

<b>EMPLOYEES/CREW ASSIGNED:</b>	<b>START DATE:</b>
	<b>END DATE:</b>

\*Check if Completed:  Date Completed: \_\_\_\_\_