

**OAKLAND-CRAIG PUBLIC SCHOOLS  
REQUEST FOR MAINTENANCE SERVICE**

**TEACHER:** \_\_\_\_\_

**ROOM#** \_\_\_\_\_

**DATE:** \_\_\_\_\_

\_\_\_\_\_ **URGENT, PLEASE REPAIR IMMEDIATELY**

\_\_\_\_\_ **PLEASE ATTEND TO WITHIN A FEW DAYS**

**MAINTENANCE SERVICE NEEDED: (EXPLAIN)**

**APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_ **BUILDING PRINCIPAL:** \_\_\_\_\_  
**DATE:** \_\_\_\_\_