

Maintenance

REGATTA RIVERVIEW CONDOMINIUM

**12 Museum Way
Cambridge, Massachusetts 02141
617-722-4004**

00 1053

ORDERED BY	PHONE
Wu	
JOB LOCATION	
1228	

BILLING TO

DATE RECEIVED 10/17/24	TIME RECEIVED	RECEIVED BY
DATE SCHEDULED	TIME SCHEDULED	ASSIGNED TO
AUTHORIZATION TO ENTER IN OCCUPANT'S ABSENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO		
SPECIAL INSTRUCTIONS: contact before entering (dog)		

WORK REQUESTED					
<div style="font-size: 24px; font-family: cursive;">Closet door near entrance broken.</div>					
<input checked="" type="checkbox"/> WORK COMPLETED					
CAUSE OF PROBLEM					
LABOR					
DATE	TIME STARTED	TIME FINISHED	TOTAL HOURS	HOURLY RATE	AMOUNT
12/28/24					
BY			TOTAL 		

MATERIALS			
Qty.	Description	Unit Cost	Amount
	REPAIRED door and reinstalled		
OTHER CHARGES/COMMENTS			
STATUS <input type="checkbox"/> Temporarily Repaired _____ <input type="checkbox"/> Parts on Order _____ <input type="checkbox"/> Contractor Called _____ <input type="checkbox"/> Job Completed _____		SUB-TOTAL THIS COLUMN LABOR TAX GRAND TOTAL	
COMPLETED BY _____		AMOUNT PAID _____	
APPROVED BY _____		BALANCE _____	