

Maintenance Order

REGATTA RIVERVIEW CONDOMINIUM

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

001033

ORDERED BY **DOMENICK** PHONE

JOB LOCATION

1826

BILLING TO

DATE RECEIVED 10/07/2024	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:		

WORK REQUESTED					
<p style="font-size: 24px; margin: 0;">GARBAGE DISPOSAL NOT</p> <p style="font-size: 24px; margin: 0;">WORKING / LEAKING</p>					
<input checked="" type="checkbox"/> WORK COMPLETED					
CAUSE OF PROBLEM					
LABOR					
DATE	TIME STARTED	TIME FINISHED	TOTAL HOURS	HOURLY RATE	AMOUNT
10/7/29					
BY			TOTAL 		

MATERIALS			
Qty	Description	Unit Cost	Amount
	rep/need disposal		
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	