

MATERIALS			
Qty.	Description	Unit Cost	Amount
	replaced mail box lock and left new key at desk		
OTHER CHARGES/COMMENTS			
<b>STATUS</b> <input type="checkbox"/> Temporarily Repaired <input type="checkbox"/> Parts on Order <input type="checkbox"/> Contractor Called <input type="checkbox"/> Job Completed			<b>SUB-TOTAL THIS COLUMN</b>  <b>LABOR</b>  <b>TAX</b>  <b>GRAND TOTAL</b>
COMPLETED BY			
APPROVED BY			<b>AMOUNT PAID</b>  <b>BALANCE</b>