	Faculty of Engineering		Work	Order		
Faculty Workshop	Services				Work Order No.	
	Shaded fields n	nust be filled in by	y "requestor", FOAPAL mu	ıst be provided and forr	m signed before work order ca	ın be processed.
<u>,</u>	Workshop Location	on:		-		
Financial Fund Manager (Client):						
			Fund	Org.	Account Prog	ram Activity Loc.
					Requ	uest Date
Contact:				Location:	MM	I/DD/YY:
Contact e-mail:					Requested Deliver	y Date:
Contact Tel no.:					Project Ro	ef. No.:
 	Work Intended for	(Research, Under	rgrad Lab, Internal, Externa	al):		
			3 , ,			
		gnature:				
General Description	on:					
Specifications/Ma	terials Provided by	Client:				
•	-					
Please include any	y specifications and	drawings in be	elow space or submit o	lrawings separately.		
					\$\$\$	
Work Ord	der Status:	Opened:		Completed:		Closed:

McGill Faculty of Engineering Work Order Actuals												
Faculty Workshop S		Work Order No.										
Technician Time												
Technician:		Technician: Te			echnician:							
MM/DD	Hrs	MM/DD	Hrs	MM/DD		Hrs						
Materials Charged												
Item no.	Ţ	Description		Qty	Unit Cost	Charge						
				Total Mate	erials Cost							
Lead Technician	Mat'l h	andling fee:										
Technician Comments:												