

Date: _____

FOOD SERVICE REQUEST FOR CUSTODIAL/RESIDENT MAINTENACE SERVICE MECHANIC (RMSM)

TO: _____, Principal

FROM: _____
Food Service Manager/Satellite Assistance or Designee

DATE SERVICE REQUESTED:

REQUEST(S): _____

This section to be completed by Principal/Custodian/RMSM

Job assigned to: _____ Date Completed: _____

Work order called in: YES NO Work Order #: _____

Follow up needed: YES NO

If yes, explain:

When request is completed, please provide the food service manager with a completed copy.