

# Electrical Equipment Maintenance Work Order

## Work Order Details

Work Order No.: \_\_\_\_\_

Date: \_\_\_\_\_

Requested By: \_\_\_\_\_

Department: \_\_\_\_\_

Location: \_\_\_\_\_

Priority: \_\_\_\_\_

## Equipment Information

Equipment Name: \_\_\_\_\_

Asset/Serial No.: \_\_\_\_\_

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

## Description of Issue / Service Requested

## Maintenance Performed

## Parts & Materials Used

## Remarks / Recommendations

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Technician Signature / Date

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Supervisor Approval / Date