

Republic of the Philippines
GENERAL SANTOS CITY WATER DISTRICT
c/o. Fernandez St. Brgy. Lagao, General Santos City

MAINTENANCE ORDER / SERVICE REQUEST

Date: _____

Name: _____ Meter No: _____
Address: _____
Contact No: _____

Complaint: Leakage High Consumption
 Low Pressure / No Water Dirty / Murky Water
 Stuck-up Others _____

Action Taken: _____

Remarks: _____

Request Received by: _____

Approved by: _____

Undertaken by: _____

Print Name and Signature
Date: _____

Print Name and Signature
Date: _____

Print Name and Signature
Date: _____
Time Start: _____
Time Finished: _____

Conformed by:
Did action satisfy your request? YES
 NO

Control No: _____

Print Name of Concessionaire and Signature
Date: _____
Time: _____