



Town of Easton

PARK & RECREATION DEPARTMENT
652 MOREHOUSE RD. EASTON, CT 06612
(PH.) 203-268-7200
WWW.EASTONREC.COM

Maintenance Work Order Form

**Please email all work orders to Eastonpr@eastonct.gov

Date: _____

Department Requesting: _____

Date(s) Needed: _____

Location: _____

Estimated Employees Needed: _____

Equipment Needed by Park & Rec: _____

Please Describe Job Needed: _____

Signature of Requesting Department Head

Date

BELOW TO BE FILLED OUT BY PARK & REC

Work Order # _____

Received By: _____

Signature Park & Recreation Director

Date

Date work completed & any additional information necessary

