



ABC Company, Admin Building

1122 Administration Drive
Anytown, CA 90332

10/25/2004

Project Work Orders

Project Date: 10/1/2004

Task Name: Extraction Clean Office

Assignment: Chris J.

Building: West Hall

Shift: 2

Floor: 01

Comment:

Room ID: 103

Area Type: Office

Floor Type: Carpet

Steps:

Extraction Clean using 28" Self-Contained, Self-Propelled Machine: Battery
Remove & Replace furniture for floor care projects

Inspected and approved by:

Name: _____

Title: _____

Date: _____

Actual Time: _____

Comments: _____



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10/25/2004

Project Work Orders

Project Date: 10/1/2004

Task Name: Extraction Clean Office

Assignment: Chris J.

Building: West Hall

Shift: 2

Floor: 01

Comment:

Room ID: 104

Area Type: Office

Floor Type: Carpet

Steps:

Extraction Clean using 28" Self-Contained, Self-Propelled Machine: Battery
Remove & Replace furniture for floor care projects

Inspected and approved by:

Name: _____

Title: _____

Date: _____

Actual Time: _____

Comments: _____



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10/25/2004

Project Work Orders

Project Date: 10/1/2004

Task Name: Extraction Clean Office

Assignment: Chris J.

Building: West Hall

Shift: 2

Floor: 01

Comment:

Room ID: 105

Area Type: Office

Floor Type: Carpet

Steps:

Extraction Clean using 28" Self-Contained, Self-Propelled Machine: Battery
Remove & Replace furniture for floor care projects

Inspected and approved by:

Name: _____

Title: _____

Date: _____

Actual Time: _____

Comments: _____



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1122 Administration Drive
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10/25/2004

Project Work Orders

Project Date: 10/1/2004

Task Name: Extraction Clean Hall

Assignment: Chris J.

Building: West Hall

Shift: 2

Floor: 01

Comment:

Room ID: Hall 101

Area Type: Hallway

Floor Type: Carpet

Steps:

Extraction Clean using 28" Self-Contained, Self-Propelled Machine: Battery
Remove & Replace furniture for floor care projects

Inspected and approved by:

Name: _____

Title: _____

Date: _____

Actual Time: _____

Comments: _____