



The Father's Heart
Worship Center
Senior Pastors Dr. Cornelius & Tanya Dennis

2573 Clay Bank Road
Suite #6
Fairfield, CA 94533
Phone: 707.421.8967
Email: tfhwc.ca@gmail.com

Maintenance/Custodial Request

Date of request: _____

Priority: Low/Medium _____
(complete w/in 21 days)

High _____
(complete w/in 7 days)

Work/repair description: _____

Name of Person Requesting Work/Repair

Signature

For Office Use Only:

1. Requests must be completed within 3 weeks (21 days) of the request date listed above.
2. All items must be researched and priced by the Maintenance Department.
3. A Request for Funds must be provided to the Finance Office ASAP to ensure the work order is completed by the requested date above.

Dave reviewed: _____

Work authorized by:

Print Name

Signature

Date work order completed: _____

Check/payment: _____

Comments: _____

