
FORM 3-1 Maintenance Task Description

[company logo, name, and address]

Property

Task

Task Description

Frequency (Note specific days and times, if appropriate)
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Performed by	<input type="checkbox"/> Staff	<input type="checkbox"/> Contract Service	<input type="checkbox"/> Other
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Supplies and Equipment Needed

Additional Information

Reporting Requirements

Special Considerations (hazards and warnings)

	By	Date
Prepared	_____	_____
Approved	_____	_____
Reviewed	_____	_____

:~1 D. Its A_ _~ ARM Wet. Gory ~ Emu. 1986. 1987. '98S.