



Florida State College at Jacksonville

Routine Maintenance Report

Note: This form is to report routine campus maintenance and repair work costing more than \$50,000 that does not require an individual building permit.

Campus/Site	Date of Request
Building Identification	Room Number
Maintenance/Repair Work Description	

Note: Please attach any relevant drawings, contractor proposals, catalog cut sheets, etc.

Submitted by (Print or Type Name of Campus Maintenance Supervisor)	Title
Signature	Phone

For Building Code Administrator Use Only

Date Received: _____

Date Inspected: _____ Inspector: _____

Comments: _____
