

HEARTLAND WORK REQUEST

(Please turn these in to Randall or drop in offering box)

*****Please note that work requests must be turned in at least 7 days prior to event and are assigned on Monday of each week *****

Requested by: _____ Ministry: _____

Phone number: _____ Cell Phone: _____

Date request submitted: _____ Date needed: _____

Description of Work Requested (Drawings are very helpful)

Received Request Date: _____ Administrative Staff Initials & Date: _____

Completed Date: _____ Workers Signature: _____