

United States Postal Service

Delivery/Collection Equipment Work Request

Requesting Office

To: *(Maintenance Department)*

√	Equipment Type	Specific Location
	CBU	
	Parcel Locker	
	PO Box	
	Collection Box	
	Other:	

Brief Description of Problem

Hazardous Condition/Immediate Attention Yes No

Requester's Signature & Date

Supervisor's Signature & Date

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