

**KISD WINDSTREAM TELEPHONE BUSINESS SYSTEMS WORK REQUESTS:**

**ATTENTION:** BECKIE GRAMATIKAKIS, CENTRAL OFFICE

**EMAIL OR FAX #:** [beckie.gramatikakis@kerrvilleisd.net](mailto:beckie.gramatikakis@kerrvilleisd.net) 830-257-2248 ext. 228

**WINDSTREAM:** LISA WACKER, WINDSTREAM

**WORK ORDER #:** \_\_\_\_\_

**CAMPUS/SECRETARY REQUESTING WORK:** \_\_\_\_\_

**CAMPUS ADDRESS AND SECRETARY CONTACT PHONE #:** \_\_\_\_\_

**PRINCIPAL/DIRECTOR APPROVAL:** \_\_\_\_\_

**DATE OF REQUEST:** \_\_\_\_\_

**DESCRIPTION OF WORK REQUESTED:** (IN DETAIL, PLEASE)

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**\*\*SIGNATURE OF WINDSTREAM EMPLOYEE - COMPLETED WORK:** \_\_\_\_\_

**APPROXIMATE COST OF WORK:** \$100.00

**BUDGET CODE (S) TO CHARGE:** \_\_\_\_\_

**COMPLETED BY BUSINESS OFFICE:**

**BUDGET CODE TO CREDIT:** 199-41-6399.00-749-0-99

**ACTUAL COST OF WORK:** \_\_\_\_\_

**STATEMENT DATED:** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_