

# WORK TICKET

Work Ticket No: \_\_\_\_\_

Date: \_\_\_\_\_

Email: info@deprissgrp.co.ke  
Web: www.deprissgrp.co.ke  
Kipro Centre, Sports Road,  
Third Floor, Suite C05  
P.O. Box 778-00515  
Nairobi

CLIENT NAME		ORDER NUMBER	
ORDERING DEPARTMENT		CONTRACT NO.	
ORDER ISSUED TO			
ORDER DATE		EXPECTED START DATE	EXPECTED END DATE
WORK AUTHORIZED BY		SIGNATURE	

DESCRIPTION OF WORK DONE/COMPLETED	
WORK SITE	

WORK PERFORMED BY (TECHNICIAN)		SIGNATURE	
DESCRIPTION OF MATERIALS USED (IF ANY)			

WORK TICKET COMPILED BY			COST OF LABOUR (KSH)	
APPROVED BY (NAME AND TITLE)			COST OF MATERIALS (KSH)	
SIGNATURE OF APPROVER			TOTAL (KSH)	
DATE OF APPROVAL		AMOUNT IN WORDS		