DAILY REPAIR LOG

Company Name:	Address:

INSTRUCTIONS:
Complete an entry for each defeciency that you entered an "X" on the Inspection Checklist.
Maintain copies of receipts, or other documentation, for parts and/or equipment used in the repair. If applicable, work orders shall include the name (printed) and signature of the person responsible for performing the repairs.

Date of Defect	Description of Defect	Date/Time of Repair	Description of Repair or Remedy List each component repaired, replaced and/or installed including the make, model and serial number	Name, Company, Address & Phone Number of Person Who Performed Repair

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