

**SANT LONGOWAL INSTITUTE OF ENGG.& TECH.,
LONGOWAL-148106**

(Deemed University under Govt. of India, Ministry of HRD)

MAINTENANCE CENTRE (ESTATE OFFICE)

Complain Registration Form

1. Name of Complainant : _____
2. Location : _____
3. Date & Time Availability : _____
4. Description of Complaint (Civil/Electricity/Carpentry/Masonry/ _____

Date

Signature & Name of the Complainant

Received Complain for

Complaint No.....

Signature of Supervisor/Technician (Estate)

Detail of the Fresh and Dismantled Materials

Sl. No.	Item	Qty.	G.P. No.	Rate	Amount	M.A.S.P. No.	S. No.	Item	Qty.

Dismantled material received in store

Complaint attended to my satisfaction

SK (Estate)

Signature & Name of Complainant _____

Complaint attended on _____

Signature of Contractor/Supervisor of Contractor

Designation/Relation: _____

Verified by
Signature of Supervisor/Technician (Estate)