



MAINTENANCE/REPAIR REQUEST FORM

Date: _____

Resident's Name: _____ Address/Apartment # _____

Problem/Repairs Needed:

Best time to make repairs: _____

(Current cost for Maintenance repairs is: \$65/hour + material costs)

By signing below, I authorize entry into my unit to perform the maintenance/service request above.

Resident's Signature: _____ Phone # _____

FOR MANAGEMENT USE ONLY:

Scheduled Appointment: _____

Service Request Completed By: _____

Completion Date: _____

Comments: _____
