

Maintenance Request Form



Tenant's Name: _____

Property Address: _____

Phone: _____ Date: _____

Email: _____

Is this a health or safety Issue? Yes/No

Do you have pets? Yes/No (Pets must be restrained when tradesperson attends)

Do you allow the real estate to give tradesperson keys? Yes/No

Times available: _____

IF YOU HAVE SCHEDULED A SPECIFIC TIME FOR WORK TO BE CARRIED OUT AND WE ARE UNABLE TO GAIN ACCESS YOU WILL BE CHARGED FOR THE SERVICE CALL.

Detailed description of repairs/maintenance required:

Landlord approval: _____

Tradesperson: _____