

MAINTENANCE/REPAIR REQUEST FORM

All maintenance/repair requests must be in writing and delivered to the landlord's address stated on the lease. OR Fax to 314-0026. When emailing, call to verify we got the email.

DATE: _____ TIME: _____

NAME: _____

ADDRESS: _____

PHONE: _____

PROBLEM/WORK REQUIRED: _____

I give permission to the landlord or its subcontractors to enter my apartment and make the necessary repairs if I am not present.

Tenant's Signature _____

FOR OFFICE USE:

Work Performed: _____

Date and Time Completed: _____

Comments: _____

Completed By: _____

FAX TO: 850-314-0026 or EMAIL to : localrentals @ cox.net