

# MAINTENANCE REQUEST

DATE \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

TENANT NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

MAINTENANCE REQUEST:

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IF THIS MAINTENANCE REQUEST IS AN **EMERGENCY** PLEASE ALSO CALL OUR OFFICE AT 407/898-9010.

**EMERGENCY'S ARE:** FLOOD, MAJOR PLUMBING PROBLEM, ELECTRICAL, FIRE, REFRIG. (NOT WORKING)

AC/HEAT IS NOT AN EMERGENCY, BUT WE WILL TRY TO GET OUR REPAIRMAN TO THE PROPERTY.