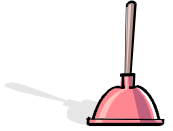




# MAINTENANCE REQUEST



**Please complete all details and leave at reception for the maintenance team**

**NAME:** \_\_\_\_\_ **DATE/TIME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **MOBILE NO:** \_\_\_\_\_

**DESCRIBE WORK REQUESTED :** \_\_\_\_\_

**LOCATION OF FAULT** *(please indicate below)*

BATHROOM  HALLWAY  BEDROOM  LIVING SPACE  OTHER *(specify)*

Maintenance can be contacted direct on **07834967374** to arrange a suitable time for the repair.

**(to be completed for all additional works not stated on original maintenance request form)**

Jobs completed – please list all jobs completed including materials used

Completed by:

Tenant signed: