

"Tenant Maintenance Request"

Name: _____

E-mail Address: _____

Property Address: _____

City/State/Zip: _____

Subject: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Fax: _____

Other: _____

Alarm or Animals: ☐ Yes ☐ No Explain: _____Previously Reported: ☐ Yes ☐ NoDoes the repair person have permission to enter your residence? ☐ Yes ☐ No

Please describe in detail the nature of the repair. The more we understand the problem the better we are able to solve it.

Reminder:

Residents are fully responsible to maintain and repair the following items at the residents expense unless otherwise specified on you lease agreement: A/C Filter, A/C Drain Line Clogs, Pest Extermination, Lawn & Shrubbery, Swimming Pool and Hot Tub (if any), Water Conditioners, Plumbing (Sink & Toilets), Smoke Detectors, Locks, Window Locks and Glass Breakage.

Thank you.

LINK REALTY INC.

Property Management