



Maintenance Request:-

Rental Address:-

Date:-

Time:-

Tenant Details:-

Name:

Contact Numbers:Work & Home

.....Mobile

Email:-

Maintenance Details:

Is the repair urgent:-

What is the nature of the repair:-

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If the repair is needed for appliances, please supply make and model

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Our maintenance team can enter the property with our management keys if you are not present when the service person is available to carry out the maintenance or repair

Yes I agree to allow the tradesperson concerned to enter through the property with the office set of keys

No, I would like to be at home when this is carried out and give permission for my details to be given to the tradesperson. I understand that I will need to make myself available during business hours for this .

Office attention:

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