

Maintenance and Repair Report _____

Date Requested _____

Building _____

Sign for Permission To Enter _____ YES NO

Resident: _____ Apt. # _____

Phone #: _____ Pet? Dog Cat Other _____

Service Requested: _____

MAINTENANCE OFFICE SECTION ONLY

Work and Materials _____

Date: _____

QUALITY CONTROL	CHECKED	IMMEDIATE ATTENTION
Blocked Egress		
Obstructed Heaters		
Smoke Alarms		
Unauthorized Pets		
Exhaust fans, Caulking		

Housekeeping - Good _____ Fair _____ Poor _____ Immediate concern _____

Approved _____ Date: _____

Maintenance Office -