

# Sugar Bush Co-Owners Association Maintenance Request Form

Date: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

Phone Number: (home) \_\_\_\_\_ (cell) \_\_\_\_\_

Maintenance Requested Codes: \_\_\_\_\_

Maintenance Codes:

- |                   |                            |
|-------------------|----------------------------|
| 1 - Yard          | 4 - Lights Exterior        |
| 2 - Bldg Exterior | 5 - Shrubs                 |
| 3 - Trees         | 6 - Other (describe below) |

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Note: Do Not Fill Out Below this Line

\_\_\_\_\_

Request Received By: \_\_\_\_\_

Maintenance Performed By: \_\_\_\_\_

Resident Approval of Maintenance: \_\_\_\_\_

MAINTENANCE INVOICE	COST	
Maintenance Description	Material	Labor
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL	_____	_____

**INVOICE TOTAL** \_\_\_\_\_

Billed To SugarBush Assn \_\_\_\_\_  
 Resident \_\_\_\_\_

If billing is sent to Sugar Bush Association, charges will be posted to your account and are due on the next billing cycle