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## Maintenance Charge Dispute Form

Resident's Name:		
Today's Date:		
Property Address:		
Maintenance Date:		

## **Dear Valued Resident,**

Please use this form to outline the maintenance charges you dispute.

Please number each item and estimate the charge. Explain why any disputed items should not be charged. Give us as much detail as possible, and provide any additional documentation you might have.

The form will expand for you, so use as much space as you need. When the from is complete, sign it and return it to our office by email, or print it and bring it in.

Thank you for filling out the dispute form. We will review it and issue a written response will by mail.

Total Number of items disputed:

Total of Disputed Charges: \$

Disputed Item(s):