

Birch Glen Co-operative Homes Inc.
Request for Maintenance Repairs

Unit # _____ **Date:** _____ **Phone No:** _____

I, the undersigned, am requesting repairs and maintenance to be done to my unit. I give you permission to enter my unit premises during reasonable hours in order to complete the requested repairs. This acknowledgement shall operate as my consent at the time of entry for you to enter my unit in order to effect such repairs notwithstanding my absence from the unit at the time of such entry and at the time that such repairs are made.

Members Name _____ **Members Signature** _____

Entry Notes: _____

Please circle if you have a Cat

Describe the work to be done:

1. _____

2. _____

3. _____

4. _____

5. _____

For Office Use Only:

Date Completed/Inspected: _____ Done by: _____

Comments: _____

Should member be invoiced for repairs Yes No (please circle)

If yes, provide details: _____

