

Serenity Point Dodominium Association Inc.
Maintenance Request

Date: _____

Homeowner's Name: _____

Unit Number: _____

Description of Maintenance Items:

Best time to make repairs: _____

Please include the following items along with your maintenance request.

1. Pictures of items that need to be addressed
2. Location of items (ie back side of the house)
3. When the problem occurred.

By signing below, I authorize the Association to bill me for any charges that occur during the repair process that are my responsibility.

Homeowner's Signature: _____

Homeowner's Phone Number: _____

Homeowner's Email Address: _____

FOR MANAGEMENT USE ONLY:

Scheduled Appointment: _____

Service Request Completed By: _____

Completion Date: _____

Comments: _____

Signature Property Manager/Board Member: _____