



Tenant Contact # :

Plumbing Electrical General Repairs Other, Specify

Model of Appliance if applicable:

Please provide the complete details of the maintenance and any further information relevant to the maintenance being reported:

[illegible]

I/we the tenants upon signing this form consent to the passing of my/our contact details onto tradespersons/contractors for the sole purpose of gaining access to the property to complete any required maintenance and or quote as per the lessors' instructions.

I/ we ☐ Consent ☐ Do not consent ← Please select one, to tradespersons/contractors gaining entry to the property by using keys supplied by the office for entry to carry out the above relevant/reported maintenance at the property once we have been notified of a day and time of entry.

Tenant/s: _____
 Print Name Signature

Tenant/s: _____
 Print Name Signature

OFFICE USE ONLY – Date received / / Urgent | Not Urgent

Work Order Sent -