

DATE RECEIVED

Mountain Oaks Townhouses Homeowners Association

Submittal Date: _____

Site Address: _____, Flagstaff, AZ 86004 Lot# _____

Owner(s) _____

Owner's Mailing Address: _____

Email: _____ Phone: _____ Cell: _____

Occupant Name: _____ Occupant Phone: _____

The following is the list of MAINTENANCE/SERVICE request for the above listed unit:

1. _____

2. _____

3. _____

Please attach any applicable documents (and pictures) that will assist management with determining the proper course of action.

FOR INTERNAL PURPOSES ONLY

DATE OF APPROVAL/DENIAL: ____/____/____

Work Order Issued # _____

Vendor: _____

COMMENTS: _____

