

# Maintenance/Repair Request

Today's Date \_\_\_\_\_

Tenants Name \_\_\_\_\_

Address: \_\_\_\_\_, \_\_\_\_\_, CA

Home Number \_\_\_\_\_ Cell Number \_\_\_\_\_

Service Requested: \_\_\_\_\_

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**Please be aware that an emergency request is automatically deemed as permission to enter the premises to make the repairs. If you prefer to be present please let us know. If you have pets that will need to be attended or restrained you are responsible to let us know.**

**Examples of emergency repairs are:**

- 1) No heat if outside temperature is expected to be below 50 degrees**
- 2) Flooding or broken pipes**
- 3) Live exposed or smoking electrical wires**
- 4) Sewage backing up into house or yard**
- 5) Leaking roof**
- 6) Any other condition that threatens health or safety**