

REQUEST FOR MAINTENANCE FORM

ADDRESS

NAME ON LEASE

CONTACT NAME

DAY NUMBER

SECONDARY

IS THIS AN EMERGENCY? FOR FLOODING OR SIMILAR PLUMBING EMERGENCIES PLEASE CALL CITY WIDE
MASTER PLUMBING ON 0000 000 000
FOR ELECTRICAL EMERGENCIES PLEASE CALL ED INGRAM ELECTRICAL ON 0400 111 333

PLEASE PROVIDE AS
MUCH DETAIL OF
WHAT HAS HAPPENED
OR WHAT NEEDS TO
BE DONE

We encourage you to have photos to accompany this form.
Once complete press submit by email at the top of this page and you
can then attach photos to the automatically generated email.

FOR FAULTY APPLIANCES PLEASE PROVIDE THE FOLLOWING TO HELP US SPEED THINGS UP!

I HAVE A FAULTY

MODEL NUMBER

GAS/ ELECTRIC

SIZE?

COLOUR

ADDITIONAL INFO?

- Please call me and make an appointment to attend to this request for maintenance
- Please feel free to inspect and or access the property to carry out the repairs as required