

Maintenance and Repair Request

Resident Name: _____ Unit # _____

Phone # _____ Date: _____ Animal Inside? _____

Description of Needed Maintenance or Repair:

☐ By checking this box and submitting this form, I authorize entry into the above unit for the purpose of the maintenance/repair noted. This authorization is good for up to seven (7) days or once begun until work is completed.

Note: Maintenance workers cannot enter your unit to perform repairs when only minor children are present at the unit. Accordingly, please make sure that an adult is present for scheduled maintenance if minors will be present. If a maintenance worker arrives to find that minors are home alone with no adult present, the maintenance will not be completed and will have to be rescheduled.

☐ By checking this box, I confirm that no one in my household has tested positive for Covid-19 or shown symptoms of illness within the last 48 hours.

Resident Signature: _____ Date: _____

Work Completed By: _____ Date: _____

Notes:
