

Maintenance / Request Form

Property Address	Date
Tenant Name	
Phone - Work	Phone - Home
Phone - Mobile	Email Address

The following repair items require attention (*Please be specific and give the full details of repairs/ request*)

1	
2	
3	

If repair is for an appliance please complete below –

Make / Brand / Model _____ **Gas / Electric**

- I authorise contractors to use keys held by Ray White to gain access to the property, without the need for further notice to me.
- I do not authorise contractors to use keys to gain access to the property, please contact me to arrange access.

I acknowledge that my contact information may be provided to either the contractors engaged by Ray White or the owner of the property to facilitate contact in order to carry out the repairs.

Tenant Name

Signature

Date