**MAINTENANCE REQUEST FORM**

**Tenant Information**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tenant File #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **WHERE IS THE DAMAGE LOCATED?** | |
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| **PLEASE DESCRIBE THE DAMAGE:** | |
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| **PLEASE IDENTIFY THE CAUSE OF THE DAMAGE:** | |
| * NORMAL WEAR AND TEAR * ACT OF NATURE | * TENANT DAMAGE * VANDALISM |
| **PLEASE PROVIDE DETAILS ON THE CAUSE OF DAMAGE:** | |
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I declare that the information provided herein is true and correct.