



PAT BARRETT
REALTY

MAINTENANCE REQUEST

Name: _____ Date: _____

Property Address: _____

Work Ph: _____ Home Ph: _____ Mobile: _____

<u>Access:</u>	Use Office Key? YES/NO	Phone:	YES / NO
----------------	-------------------------------	--------	-----------------

Maintenance Required (please explain as clearly as possible) : _____

Appliance Information:

Hot Water System:

Make: _____ Model: _____ Capacity: _____ Gas / Electric

Dishwasher / Dryer / Washing Machine / Stove / Oven:

Make: _____ Model: _____

If stove element not working what type:

Solid Hotplate / Coil Element / Ceramic / Gas

OFFICE USE ONLY

Owner: _____

Contacted: _____

Authorisation: _____

Work Order Number/ Tradesman etc. : _____