

Repair Request

Your Name:

First Middle Last

Your Address:

Street Address Apt/Unit #

City Province Postal Code

Landlord's Name:

First Middle Last

Landlord's Address:

Street Address Apt/Unit #

City Province Postal Code

Date:

MM/DD/YYYY

Dear

_____,
Landlord's Name

This letter is a written request for repairs to be done in my unit.
The following disrepair issues currently exist:

1. _____
2. _____
3. _____
4. _____

Please attend to these repairs as soon as possible. I will consider it reasonable if the work is done within the next:

- 24 hours
- _____ day(s)
- _____ week(s)

Thank you,

Your Name

Tenant Name: _____ Date: _____ Time: _____

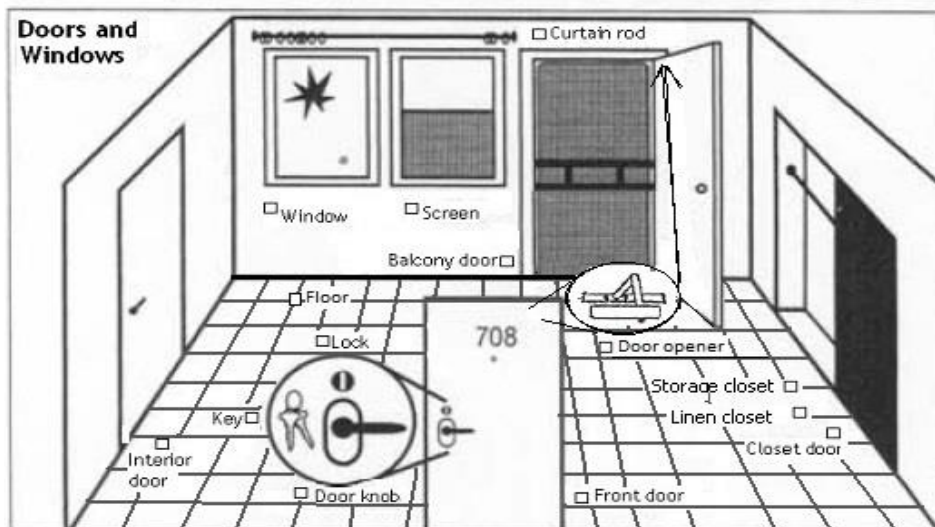
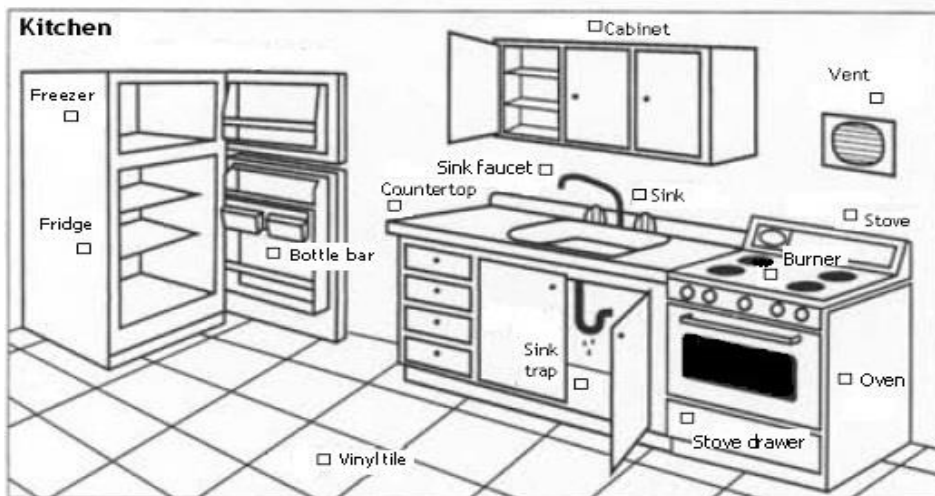
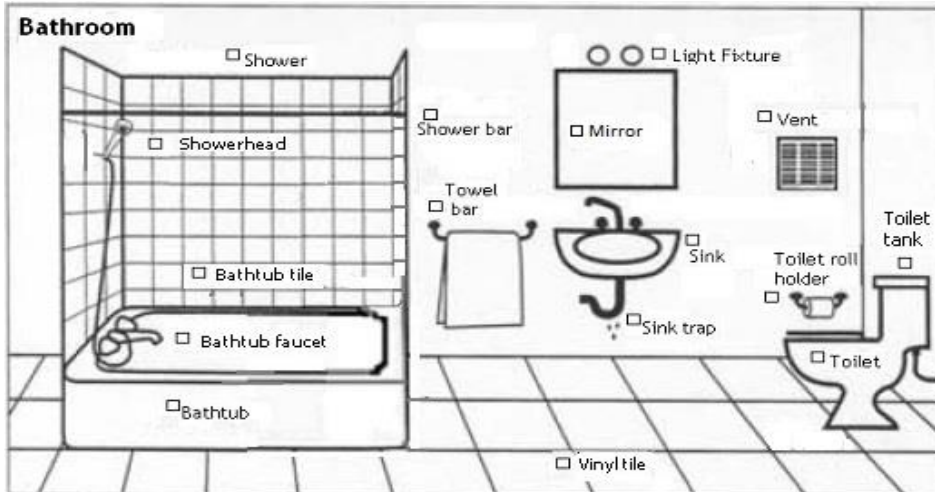
Address: _____ Unit#: _____

Phone: _____

You may come in to do the requested repair (select one): at anytime if you call first with 24 hours notice

Tenant signature: _____

Please indicate item(s) that require servicing/repairing:



- Other**
- Light switch
 - Electrical outlet
 - Cable outlet
 - Heating/cooling unit
 - Breaker panel
 - Carbon monoxide detector
 - Smoke detector
 - Pests

Short Description of problem/additional items:
