

Repair Request

Landlord or Manager _____

Address _____

Phone _____

Email _____

Completed forms may be submitted to _____

Can tenants email/text a photo of this request to the contact above? ☐ Yes ☐ No

To be completed by Tenant:

Today's Date _____

Tenant Name _____

Unit Address _____

Phone _____

Description of damage or repairs needed _____

Do you grant the landlord or manager permission to enter the unit for the purpose of inspecting the damage and/or making the necessary repairs? ☐ Yes ☐ No

If **No**, you will need to coordinate with the landlord/manager.

If **Yes**, please complete the following:

I, the tenant identified above, grant the landlord/manager and their agents permission to enter the unit for the purpose of inspecting the above identified damage and/or making the necessary repairs on _____ between the hours of _____ and _____.

This is not a guarantee that the repairs will be completed. If the landlord/manager is unable to address the repair during your desired time, they may need to coordinate with you to reschedule.

Tenant signature and date