

Maintenance & Repair Request

Landlord Name:	Tenant Name:
Landlord Address:	Tenant Address:
Date of Request:	Tenant Phone:

This is a request for repairs to be done in my unit. The following maintenance & repair issues need to be addressed:

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

24 hours

____ Days

____ Weeks

Optional:

Additionally, I will/have had out-of-pocket expenses due to this issue totalling \$____. These expenses include:

Please provide repayment for these expenses as soon as possible. I will consider it reasonable if repayment is made within:

24 hours

____ Days

____ Weeks