



EXCLUSIVE IN RESIDENTIAL PROPERTY MANAGEMENT  
03 9533 6672 or 0411 874447

## MAINTENANCE REQUEST FORM

### Tenancy details:

Property address:.....

Tenant name:.....

Work Phone: .....Mobile:.....

Email:.....

### Maintenance request, please add as much detail as possible:

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Are you fine with the trade person entering your property with the office spare key?

Would you like to be called by the trades person/contractor when they are attending the site for access?

By completing this form, I/we agree to authorise MAC Property to provide my contact information and details to all contractors required to undertake the maintenance items listed above.

Tenants signature:

Date:

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