

## REPAIR REQUEST FORM

### Contact Info

Property:

Tenant(s):

Date:

Telephone:

(w)

(h)

(m)

Repairs requested in full detail:

If the repair is to be conducted on an appliance, please record the make and model of the appliance:

Make:

Model:

### Conditions:

Access will be gained by using the Raine & Horne key. All tradespeople are trusted and have required insurances while under our employ.

Please note that if a tradesperson is called out and:

- The problem is caused by your faulty appliance; or
- If no problem is found; or
- If you make a specific time with the tradesperson and you are not home; or
- The problem is caused through misuse or mistreatment of appliance or equipment;

Then you are responsible to pay for the service call.

If you have any questions or require more information, please contact our office direct on (02) 4990 5011.