

MAINTENANCE REQUEST (Non-Emergency)

~ Please write or print clearly ~



Fax to (928) 855-6776

Note: if you have an emergency, please dial 911

Residential Information

First Name: _____ Last Name: _____

Daytime Phone: _____ Evening Phone: _____

E-mail Address: _____

Maintenance Request Information

Address: _____

Are There Any Pets? Yes No

Type of Problem: Electrical Plumbing Heating
 Air Conditioning Structural Cosmetic
 Flooring Other

Description (if Other): _____

Location of Problem: Kitchen Master Bathroom Other Bathroom
 Utility Closet Master Bedroom Other Bedroom
 Living Room Family Room Roof
 Outside Other

Description (if Other): _____

Permission to Enter: Yes No

Provide any special instructions for entering your residence:
(Pet information, hard to find light switches, etc.)

Problem Description

Please provide the problem with as much detail as possible:
