

# Access Property Management

1165 Scenic Drive Suite C3, Modesto CA 95350 Phone: (209) 579-2373 Fax: (209) 579-2351

## Maintenance Request Form

Tenant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone - Mobile: \_\_\_\_\_ Home: \_\_\_\_\_ Other: \_\_\_\_\_

Email Address: \_\_\_\_\_

The following items require attention. *Please be specific and give the full details of your repair request. If your repair is for an appliance (oven, hot water system, etc.) please advise whether it is gas or electric and provide the make/ brand. This will speed up the process of organizing the repair.*

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I authorize contractors to use keys held by Access Property Management to gain access to the property, without the need for further notice to me.

I do not authorize contractors to use keys to gain access to the property, please contact me to arrange access.

I acknowledge that my contact information may be provided to either the contractors engaged by Access Property Management or the owner of the property facility contact in order to carry out the repairs.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_