

## MAINTENANCE REQUEST FORM

**Complete this form completely failure will delay maintenance request**

*Fax to (812) 332-0261 or email to maintenance@theflatsonkirkwood.com*

<b>Authorization to enter in occupants absence? (CIRCLE ONE)</b>	Yes, please enter as soon as possible  No, please call to set up maintenance visit
<b>Occupant's First Name</b>	
<b>Occupant's Last Name</b>	
<b>Location/Property</b>	425 East Kirkwood Avenue, Bloomington Indiana  Apartment #
<b>Telephone Number (Home)</b>	
<b>Telephone Number (Mobile)</b>	
<b>E-mail</b>	
<b>Repair Requested</b>	
<b>Frequency of Problem</b>	