BEAR CREEK
REAL ESTATE & PROPERTY MANAGEMENT

Maintenance Request

Date: _____

Address: _____

Tenant's Name: _____

Phone: _____

Problem (Be Specific): _____

_____

_____

When did problem start: _____

Can we enter if you're not there: _____

Please be aware that if the work requested is found to be a tenant responsibility, you will be billed accordingly.

Employee Initials: _____

Office Use Only:

W/O #: _____ Date Assigned: _____ BC #: _____ TF/OF: _____