

REQUEST FOR MAINTENANCE

Should you have any maintenance requirements, please complete this form and either return it to our office or leave it on the kitchen counter for collection.

Fax: 07 5444 6450 Email: jody@waterfrontcoastal.com.au

Name of Tenant _____

Property Address _____

Contact details Home _____ **Mobile** _____

Email _____

Please provide the **COMPLETE** details of the maintenance advice, and any further information deemed relevant to this matter.

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I/We the tenant/s, upon signing this form, consent to the passing of my/our name and contact details onto tradespeople for the sole purpose of gaining access to the property in order to complete any required maintenance and or quotes as per the lessor's instructions.

I/We also CONSENT / DO NOT CONSENT

To tradespeople gaining entry to the property by using keys supplies by the office ONLY AFTER I/We have been notified of a date and entry time, in accordance with the Residential Tenancies Act. Alternative arrangements via appointment during business hours can be otherwise arranged with the tradesperson direct.

I/We understand that the tradespeople and **waterfront & coastal property** are bound by the Privacy Act 1988, and acknowledge that upon request a privacy policy will be supplied.

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Signature/s of tenant/s and date