

Benchmark Management Services
39 Durward Place, Unit 2, front, Waterloo, ON N2L 4E5
Telephone: 746-3033

WORK REQUEST

This work request is to be filled out and given to your maintenance contractor.

NAME: _____ APT # _____ BUILDING _____

PHONE: _____ DATE: _____

MAINTENANCE PROBLEM: _____

Permission granted to enter my apartment to inspect and/or complete the above requested work:
_____ yes _____ no (check one)

Signature: _____

MAINTENANCE DONE BY _____ DATE: _____

SIGNATURE OF TENANT _____ DATE: _____

Benchmark Management Services
39 Durward Place, Unit2, front, Waterloo, ON N2L 4E5
Telephone: 746-3033

WORK REQUEST

This work request is to be filled out and given to your maintenance contractor. If you have a maintenance item in your apartment that needs attention.

NAME: _____ APT # _____ BUILDING _____

PHONE: _____ DATE: _____

MAINTENANCE PROBLEM: _____

Permission granted to enter my apartment to inspect and/or complete the above requested work:
_____ yes _____ no (check one)

Signature: _____

MAINTENANCE DONE BY _____ DATE: _____

SIGNATURE OF TENANT _____ DATE: _____