

Repair Request

Property Address: _____

Tenant Name(s): _____

AH Phone: _____ Work Phone: _____ Email: _____

Repairs Requested: _____

This form may be Lodged at our office, Emailed , Faxed or Posted

Hartin Schute Bell - Narromine A: 17 Burraway Street, Narromine E: sharon.blease@schutebell.com F: 02 6889 4704 P: PO Box 69, Narromine NSW 2821	Schute Bell Whitbread & Co - Bourke A: 19 - 21 Richard Street, Bourke E: whitbread@schutebell.com F: 02 6872 2221 P: PO Box 334, Bourke NSW 2840	Schute Bell Badgery Lumby - Brewarrina A: 40 Bathurst Street, Brewarrina E: sbblbrewarrina@schutebell.com F: 02 6839 1919 P: PO Box 123, Brewarrina NSW 2839
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Office Use Only

<i>Date Received</i>	
<i>Time Received</i>	
<i>Landlord Advised & approval given Yes/No</i>	
<i>If no letters sent to Landlord & Tenant</i>	
<i>If YES job given to</i>	
<i>Access for Trademan confirmed</i>	
<i>Tenant contacted to arrange access</i>	
<i>Invoice Received</i>	
<i>Invoice Amount</i>	\$

Property Mgr Signature _____