

# 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**

<b>Hartin Schute Bell - Narromine</b> A: 17 Burraway Street, Narromine E: hsb@schutebell.com P: 02 6889 7688 PO Box 69, Narromine NSW 2821	<b>Schute Bell Whitbread &amp; Co - Bourke</b> A: 19 - 21 Richard Street, Bourke E: whitbread@schutebell.com P: 02 6872 2766 PO Box 334, Bourke NSW 2840	<b>Schute Bell Badgery Lumby - Brewarrina</b> A: 40 Bathurst Street, Brewarrina E: sbblbrewarrina@schutebell.com P: 02 6839 2020 PO Box 123, Brewarrina NSW 2839
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## **Office Use Only**

<i>Date Received</i>	
<i>Time Received</i>	
<i>Landlord Advised &amp; approval given Yes/No</i>	
<i>If no letters sent to Landlord &amp; 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 \_\_\_\_\_