



REPAIR AND MAINTENANCE REQUEST

TENANT PLEASE COMPLETE WITH DETAILED INFORMATION:

*It is very important to report the request in a timely manner. Please do not wait to turn request in with your rent payment as a delay in reporting could worsen the problem and may cause more damage.

PROP #: _____

DATE: _____

TENANT(S): _____

ADDRESS: _____

PHONE NUMBER(S): _____

REPAIR AND MAINTENANCE REQUESTS:

Wild West Property Management, LLC's tenant repair policy is to restore "essential" services as soon as possible and all non-essential services within seven (7) days. Oregon Landlord/Tenant Statute ORS 90.365 states that "essential" services such as heat, water, electricity, range, and refrigerator must be repaired within seven (7) days and "non-essential" services within thirty (30) days.

If damage is due to tenant fault, neglect, abuse, or misuse, tenant will be billed for the time and materials.

Permission to enter unit upon your absence: YES / NO (excludes emergency)

Tenant Signature

Tenant Signature