

## TENANT'S MAINTENANCE REQUEST

Item	<u>Item Schedule</u>	
<b>1. Property</b>	Address:	
<b>2. Tenant's Details</b>	Name/s:	
	Phone:	Mobile:
	Email:	
<b>3. Maintenance Issues</b>  Full details to be provided  <i>Including: brand, model and serial number of appliance/s</i>	          	
<b>4. Notice</b>  <i>(tick if consent is being given)</i>	Where access to the Property is required by contractors for the purpose of carrying out repairs or maintenance or providing quotes thereto, the Tenant/s consent to: <ul style="list-style-type: none"> <li><input type="checkbox"/> (1) Disclosure of the Tenant/s details in Item (2) to arrange such access, provided any party to whom such details are given will be bound by the <i>Privacy Act 1988</i> and the Agent's Privacy Policy.</li> <li><input type="checkbox"/> (2) The Agent providing keys to the contractors to gain access to the Property if the Tenant/s is/are unable to be in attendance at the Property when access is required.</li> <li><input type="checkbox"/> (3) The Tenant/s acknowledge and understand that they will be liable for the cost of the account from the trade persons involved should the fault prove to be unfounded.</li> </ul>	
<b>5. Signature</b>	Date: _____/_____/_____	