



Date: _____

Type of Repair: _____

Unit Address: _____

Tenant Contact #: _____

I (the tenant) authorize entry into my unit to assess and make necessary repairs: Yes No

Details of Problem:

Outside Contractor Required: Yes No

Name: _____

Company: _____

Contact #: _____

Details regarding job/repair completion:

By signing this work order I the tenant acknowledge that I will be held financially responsible for any damage found in the rental unit that is a direct result of tenant neglect, neglect of guest or pets related to the tenant and or guest. All repairs as a result of tenant damage / neglect will be invoice to them for the full cost of the repair.

Signature: _____