



WESTBOINE PARK HOUSING CO-OP LTD.

REQUEST FOR MAINTENANCE

Date: _____

Unit: _____

Permission to enter given (Y/N): _____

Member name: _____ Phone number: _____

YOU WILL RECEIVE A WRITTEN NOTICE OF WHEN MAINTENANCE STAFF WILL BE COMING TO YOUR UNIT TO CARRY OUT YOUR WORK ORDER. PETS IN YOUR UNIT MUST BE LOCKED AWAY AND UNDERAGE CHILDREN MUST HAVE AN ADULT WITH THEM DURING THAT TIME. (Maintenance workers will not enter your unit if pets are not locked away or children are home alone.)

Maintenance requests can also be made by emailing both joel@westboine.com and admin@westboine.com

REQUEST/ISSUES:

NOTES FROM MAINTENANCE:
