



**ASCOT**  
GROUP

DEVELOPMENTS  
PROPERTIES  
RESTAURANTS  
STORAGE

## Repair & Maintenance Request Form

Please complete this form and return to the resident manager no later than the 5th of the month for any repairs that are required in your unit.

\*\*If the repair sheets are in after the 5th the repair work will have to wait until the following month (emergencies are an exception).

**Taps:** \_\_\_\_\_

**Drains:** \_\_\_\_\_

**Tub:** \_\_\_\_\_

**Tub Tiles:** \_\_\_\_\_

**Toilet:** \_\_\_\_\_

**Towel Racks:** \_\_\_\_\_

**Doors:** \_\_\_\_\_

**Windows / Screens:** \_\_\_\_\_

**Fridge / Stove:** \_\_\_\_\_

**Heating:** \_\_\_\_\_

**Lighting:** \_\_\_\_\_

**OTHER PROBLEMS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Suite #:** \_\_\_\_\_ **Building:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Permission to enter suite for repairs?**  Yes  No  \_\_\_\_\_

**Date Completed:** \_\_\_\_\_ **Date Received:** \_\_\_\_\_