

Runaway Lagoons Montego & Laguna Residences

Maintenance Request

Please place in Body Corp mail box Or Email to admin@runawaylagoons.com.au One Job Per request sheet

Complex Name.....

Lot No Unit No Date Received.....

Your Name

Your Contact Phone

Your Email.....

Your Status (Please Circle): Owner / Tenant / Agent / Other (please specific)

Location of Maintenance Required:

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Details of Maintenance Requested: (add picture if required)

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Committee Use only

Inspected date R & M. Sinking Fund Or Insurance —Budgeted. Yes / NO--Quotes
Needed. Yes / NO

Committee Advised Yes/ No / Date.....Est Cost \$

Actions Required.....

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Owner Advised. Date.....

Comments.....

Date Commenced..... Date Completed.....