

Repair Request Form and Checklist

Property: _____

Tenant: _____

Date: _____

Contact details: Please provide details

Name: _____

☎ Work: _____ **☎ Home:** _____

☎ Mobile: _____ **Email:** _____

Repairs requested:

How long has this condition existed?

Can our tradesperson enter if you are not there? Yes / No (circle one)

If not, what is your preferred day and time for repair? _____ at _____ am/pm

This form may be either:

- Lodged in person at **Jump Property**, 75 Henley Beach Road, Mile End SA 5031
- Mailed to us at the above address
- Faxed to **(08) 8351 8055**
- Completed and submitted online at **www.jumpproperty.com.au**

Thank you for reporting this matter to our office.

Someone will be in touch with you within one business day to advise what action will be taken.