

**HALEY PROPERTY MANAGEMENT INC. 35 Lyon Avenue, Guelph, Ontario N1H 5C5  
(519)822-2267 fax (519)822-6214**

**RESIDENT SERVICE REQUEST**

**Resident:** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Building Address and Unit #** \_\_\_\_\_

I wish to have the following maintenance attended to and I hereby authorize the Superintendent to enter my unit. Should it be necessary to use a service agency other than Superintendent or should more than one visit be required I also give my consent.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date** \_\_\_\_\_ **Resident's Signature.** \_\_\_\_\_

Date repair made: \_\_\_\_\_

Parts/Trade required: \_\_\_\_\_

Comments: \_\_\_\_\_

Top copy to be kept by Tenant - Bottom Two copies delivered to superintendent or dropped in mailbox/drop slot.

***We thank you for keeping us up to date on repairs required in your unit!***

***Our goal is to provide you with a clean, well maintained home!***