



Corner Queens & Forest Roads, Hurstville NSW 2220  
PHONE: 8567 0800 FAX: 9579 5161

## Reporting Repairs or Damage

Property Address: \_\_\_\_\_

Name: \_\_\_\_\_

Phone:      Work: \_\_\_\_\_      Home: \_\_\_\_\_

                 Mobile: \_\_\_\_\_      Fax: \_\_\_\_\_

Nature of Repair:

Would you like our tradespeople to use keys to access the Property

Yes \_\_\_\_\_ No \_\_\_\_\_

Repairs (unless urgent) are undertaken During business hours. If you would like non-urgent repairs completed outside of business hours, would you be prepared to pay the additional costs

Yes \_\_\_\_\_ No \_\_\_\_\_

**PLEASE FAX BACK COMPLETED TO OUR OFFICE**