

OFFICE	EMAIL	OFFICE	EMAIL
ASCOT VALE	ascotvale@woodards.com.au	HEIDELBERG	heidelberg@woodards.com.au
BENTLEIGH	bentleigh@woodards.com.au	LILYDALE	lilydale@woodards.com.au
BLACKBURN	blackburn@woodards.com.au	NORTHCOTE	northcote@woodards.com.au
CAMBERWELL	camberwell@woodards.com.au	OAKLEIGH	oakleigh@woodards.com.au
CARLTON NORTH	carlton@woodards.com.au	PASCOE VALE	pascoevale@woodards.com.au
CARNEGIE	carnegie@woodards.com.au	PENINSULA	peninsula@woodards.com.au
COBURG	coburg@woodards.com.au	RESERVOIR	reservoir@woodards.com.au
CROYDON	croydon@woodards.com.au	SOUTH YARRA	southyarra@woodards.com.au
DONCASTER	manningham@woodards.com.au	SUNBURY	sunbury@woodards.com.au
ELSTERNWICK	elsternwick@woodards.com.au	THORNBURY	thornbury@woodards.com.au
ESSENDON	essendon@woodards.com.au	YARRAVILLE	yarraville@woodards.com.au
GISBORNE	gisborne@woodards.com.au		

MAINTENANCE REQUEST

Please complete & fax or email to your managing agent.

Date	
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Property Address	

Tenant Name(s)	

Contact	w	h	m
Email			

Maintenance Issue(s) needing attention	

For appliances, please provide the following information			
Type	Gas	Electric	Other (please specify)
Make	Model		

Key Authority: I / We give permission for Woodards to provide keys to the appropriate tradesperson in order to access the property and attend to repairs.		Please Tick
Signed	Signed	

Office Use Only			
Owner Contacted		Quote Required: Yes / No	Work Authorised: Yes / No
Job given to			