

Tenant(s): \_\_\_\_\_  
Tenant(s): \_\_\_\_\_ et al (and all others)  
Address: \_\_\_\_\_ Unit: \_\_\_\_\_  
City: \_\_\_\_\_ OREGON Zip: \_\_\_\_\_  
Tenant Email: \_\_\_\_\_ Tenant Phone: \_\_\_\_\_

Describe exact nature of problem(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This constitutes authorization for Owner/Agent to enter the Rental Unit for the requested repairs. This authorization expires in seven (7) days unless repairs are in progress.**

\_\_\_\_\_  
Tenant Date  
\_\_\_\_\_  
Tenant Date  
\_\_\_\_\_  
Tenant Date

\_\_\_\_\_  
Tenant Date  
\_\_\_\_\_  
Tenant Date  
\_\_\_\_\_  
Tenant Date

Owner/Agent acknowledges receipt of Maintenance Request.

\_\_\_\_\_  
Owner/Agent Date

\_\_\_\_\_  
Owner/Agent Date



**SAMPLE**

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