SUMMERWIND WORK ORDER REQUEST

REID Property Management
P.O. Box 3823
Silverdale, WA 98383
(9564 Silverdale Way, Suite 200)

FAX: (360) 698-3584 Phone: (360) 698-4026

Email: paul@reidpm.com

(PLEASE PRINT)

Date:_____

Homeowner Name(s):_____

Property Address:_____

Day Phone:_____ **Mobile Phone:** _____

Work requested:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

We respectfully request that you please put all work requests in writing. You may mail, e-mail, fax or hand deliver your requests to our office. If you are not contacted within a reasonable time, or the work is not satisfactorily completed, please re-contact our office.

Homeowner's signature: _____

OFFICE USE: Date Received:_____ Manager Approval: _____

Landscaping: Y / N Vendor Assigned:_____ Date:_____

Notes:_____

Completion
Notes:_____

_____Date:_____