



3800 Byron Ave Suite 112 ▪ Bellingham, WA 98229
Office (360) 738-1022 Fax (360) 527-8924

Maintenance requests can also be e-mailed to us at: info@visitlandmark.com

MAINTENANCE REQUEST

Date: _____

Name: _____ **Phone:** _____

Address: _____

Permission to Enter in Your Absence? Yes _____ No _____
By Appointment Only?* Yes _____ No _____

Complete Detailed Description of Maintenance Issue(s): _____

Resident Signature: _____

**The maintenance you have requested will be scheduled ASAP. You will be notified of the date and approximate time of the maintenance appointment. You may choose to be present. However, if you are unable to do so and you have a pet, it is your responsibility to make sure your pet is restrained. If scheduled appointments are cancelled you may be liable for charges. If the maintenance that you are requesting is due to neglect or misuse you may be liable for charges.*

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FOR OFFICE USE ONLY:

Property Manager Signature: _____ Work Order# _____