



e square capital, inc.
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MAINTENANCE REQUEST FORM

If you need maintenance performed on your apartment, please complete this form and return it to the office. Alternately, you may email your maintenance request to maintenance@escllc.com. Forms can drop it off in our office, left in rent drop box or slip under the office door after-hours.

Unit/Name: _____ **Date:** _____

Description of maintenance issue: _____

Do we have permission to enter if you are not home? _____
 Please note that if you do not give us permission to enter your repairs may take long to schedule. Also, if you have any animals, please make sure they are crated or lock in a room.

If not, when would you like us to schedule the repair for? _____

Other: _____

(Space below for Maintenance/Management only.)

Completed/Pending

_____/_____

