



# LEPMAN PROPERTIES

180 Ferry Street NW, Albany, OR 97321 ♦ Phone (541) 928-0156 Fax (541) 928-4456  
Property Management since 1979

## RESIDENT MAINTENANCE / REPAIR REQUEST

RESIDENT NAME \_\_\_\_\_ DATE \_\_\_\_\_

UNIT ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

HOME PHONE # \_\_\_\_\_ WORK PHONE # \_\_\_\_\_

Describe in detail maintenance/repair needing our attention: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

LEPMAN PROPERTIES MANAGEMENT AND/OR MAINTENANCE PERSONNEL  
**HAS PERMISSION TO ENTER** my unit to complete requested maintenance/repairs.  
Entry will be during business hours **unless it is considered to be an emergency.**

\_\_\_\_\_  
Signature of resident

### FOR EMERGENCY REPAIRS:

1. During regular business hours: 928-0156
2. After 5:00pm: 812-6808

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OFFICE USE ONLY

Date received \_\_\_\_\_

Work order # \_\_\_\_\_