

**MAINTENANCE/SERVICE REQUEST**

**DATE RECEIVED**

**Lakewood Village Homeowner's Association**

Submittal Date: \_\_\_\_\_

Site Address: \_\_\_\_\_ Flagstaff, AZ 86004 Lot # \_\_\_\_\_

Owner(s) \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Occupant Name: \_\_\_\_\_ Occupant Phone: \_\_\_\_\_

The following is the list of MAINTENANCE/SERVICE request for the above listed property:

**Please attach any applicable documents that will assist management with determining the proper course of action.**

**FOR INTERNAL PURPOSES ONLY**

DATE OF APPROVAL/DENIAL: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Work Order Issued # \_\_\_\_\_

Vendor: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_