



EQUITY
RESIDENTIAL

SERVICE
PROMISE

...Making Life Easy

MAKING LIFE EASY

SERVICE REQUEST

Taken By SERENA

Special Instructions Heater turns from hot to cold

Description of Work Requested \$ back.

10/22	8:50	MIKE		562-982-0844	NO PTE	1434	heater	936
<small>DATE</small>	<small>TIME</small>	<small>RESIDENT'S NAME</small>	<small>BUSINESS PHONE</small>	<small>HOME PHONE</small>	<small>ADDRESS</small>	<small>APT. NO.</small>	<small>WORK REQUESTED</small>	<small>WORK ORDER NO.</small>

☐ Work Completed
 ☐ Repaired Temporarily
 ☐ Parts Needed
 Resident Charges \$ _____

Date Completed _____ Time In _____ Time Out _____ Performed By _____

Action Taken/Completed _____

Parts/Equipment Used _____

Pet Present? ☐ Yes ☒ No Type of Pet _____

Permission to Enter? ☒ Yes ☐ No

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MAKING
LIFE
EASY

SERVICE REQUEST

Taken By RNHE

Special Instructions please fix on 11/06/04

Description of Work Requested * (leak fix) loose towel bar

☐ Work Completed

☐ Repaired Temporarily

☐ Parts Needed

Resident Charges \$ in bathroom

Date Completed _____ Time In _____ Time Out _____ Performed By _____

Action Taken/Completed _____

Parts/Equipment Used Sunday 10/07/04

Pet Present? ☐ Yes ☐ No Type of Pet _____

Permission to Enter? ☐ Yes ☒ No call 1st

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DATE	TIME	RESIDENT'S NAME	BUSINESS PHONE	HOME PHONE	ADDRESS	APT. NO.	WORK REQUESTED	WORK ORDER NO.
11/02/04		Lahan		562-982-6844	NO PTE	1434	leak to be fixed	