C.J.Keane & co.
'Experience Counts'

Maintenance Request Form

Head Office: 23 Fenwick Street, Geelong
Phone: 5221 6488
Fax: 5221 5647
E-mail: rentals@cjkeane.com.au

Tenant name(s): _____

Property Address: _____

Phone: (h) _____ (b) _____ (m) _____

Access authorised with spare key: Yes No

If not, what is your preferred day and time for repair?_____at _____am/pm

Maintenance required to property *(Please ensure your description is as detailed as possible)*

_____

_____

_____

_____

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_____

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_____

_____

Tenant signature: _____

This form may be either:
Lodged in person at:
C.J. Keane & Co Office
23 Fenwick Street
Geelong VIC 3220
Faxed to 5221 5479
Emailed to rentals@cjkeane.com.au
Mailed to us at the above address.

Thank you for reporting this matter to our office.