NORTH ATLANTA
REALTY, INC.
3275 Buford Dr.
Ste. 104-306
Buford, Ga. 30519
(o) 678-377-2567

MAINTENANCE SERVICE REQUEST

Please refer to Exhibit "A" of your lease regarding maintenance responsibilities prior to requesting maintenance assistance.
Fill in, print out and Fax to 770-783-8843
(if you can print it as a pdf you can then email it)

Property Address: _____

Name: _____

Home Phone: _____

Other Phone (best place to contact you): _____

Best time to call: _____

Describe nature of the request. Please be as detailed & specific as possible:

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Tenant agrees to pay a service fee charge if an appointment is made and the work cannot be done due to lack of access to the property. If the repair is due to tenant neglect or abuse or is otherwise the tenant's responsibility in accordance with Exhibit "A" of the lease, if there is nothing to be repaired, tenant agrees to be responsible for payment of all charges due.

Tenant signature: Date: _____

☐ This is my last request form