



1235 ILLINOIS COURT, CONCORD, CA 94521 | PHONE: (925) 915-0822 | FAX: (925) 429-5569

REQUEST TO MAKE REPAIRS

[Date] _____

[Tenant's Name] _____

[Street Address] _____

[City, ST ZIP Code] _____

As _____

(Property Manager, Selling Agent, Buying Agent, Owner) of the premises, you are hereby requested to make the following repairs

•[Repair #1] _____

•[Repair #2] _____

•[Repair #3] _____

•[Repair #4] _____

•[Repair #5] _____

In addition, please make the following repairs _____

Thank you for your assistance in this matter. Please contact us if you have any questions.

Sincerely,

[Signature] _____

[Street Address] _____

[City, ST ZIP Code] _____

[Phone] _____

[Cell Phone] _____

[E-mail] _____

THANK YOU FOR YOUR BUSINESS!

Please call if HomeReady can be of service to you again

HomeReady

Kevin C. Mancino

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