

WORK ORDER REQUEST

NAME _____ APT. # _____ DATE _____

DESCRIPTION OF REPAIR:

Minor Plumbing Repairs (1/2 hr. or less).....\$15.00 + materials

Air Conditioner Installation.....\$35.00 (per unit)

Air Conditioner Removal.....\$15.00 (per unit)

Window Guard Installation.....\$10.00 (per window)

Other Misc. Apt. Repairs (Describe):

Fee for Services:

\$15.00 (1/2 hr. or less)

\$30.00 (1 hr. or less)

These charges are the responsibility of the shareholder. Please make the check payable to the cooperative _____

Please note that the Superintendent will not perform any electrical repairs, plastering, sheet- rocking or painting.

Please sign the following:

I accept the foregoing and agree that the repairs made have been to my satisfaction.

Signature (Shareholder or Tenant) _____ Date _____

Signature (Superintendent) _____ Date _____