

Work Request

Whispering Hills Maintenance Department

Person Making Request _____

Condo # _____

Unit # _____

Phone # _____

Date of Request _____

Description of Problem: _____

Outside Contractor Needed? YES _____ NO _____ Contractor Notified: _____
Date

Condo President Notified _____

Estimate needed for work YES _____ Estimate for Repair \$ _____

Date for work to be done _____ Date Completed _____ Paid with Check # _____

Addition comments: _____

Approved by: _____
By & Date

Not Approved by: _____ Why: _____
