NON- EMERGENCY MAINTENANCE/REPAIR REQUEST FORM

All maintenance/repair must be in writing and delivered to the NRB Property Management's PO BOX or dropped off at the office @ 15413 1st Ave Ct S Unit G-6, Tacoma, WA 98444.

- **Note: You would have received a login and password for our website after signing your lease. We prefer that you sign in to log your maintenance request with our office please.**

Date: _____ Time: _____

Name: _____ Owner: _____

Address: _____

Contact Info: 1) _____ 2) _____

Detailed list of Problem (s) : _____

_____

_____

_____

_____

_____

_____

_____

I give permission to the landlord and/or its subcontractors to enter my unit and make the necessary repairs if I am not present at time of repair.

_____ _____

Tenant Signature Date Tenant Signature Date

NRB Property Management
PO BOX 624
Spanaway, WA 98387
Office Phone: 253-537-6500 Fax: 253-537-6505 Cell Phone: 253-297-6111