



# MAINTENANCE Request Form

## Timmins Native NP Housing Corp.

Date: \_\_\_\_\_

Attention: Timmins Native NP Housing Corp.  
101 Business Complex  
U145-38 Pine Street North  
Timmins, Ontario P4N 6K6

Ph: 705-268-0222  
Fax: 705-264-9767

Tenant Name: \_\_\_\_\_

Phone Number to be Reached At: \_\_\_\_\_

Property Address: \_\_\_\_\_

What repairs are needed/requested?: (GIVE IN FULL DETAIL)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is the repair:                      Urgent \_\_\_\_\_                      Routine \_\_\_\_\_

If this is a repair that is needed because of damage, how did the damage occur?:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you want to be present when the repairs are being done?: Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, what is the best time of day (Morning or Afternoon) to arrange the repair?

\_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this to Timmins Native NP Housing Corp and we will contact you as soon as possible about arranging the repairs.