

# The Management Trust - CDC

Tacoma Office: 15 Oregon Avenue, Suite 308, Tacoma, WA 98409

Phone: 253-472-0825 Fax: 253-472-0628 Email: [denise.rasmussen@managementtrust.com](mailto:denise.rasmussen@managementtrust.com)

**Completed service requests must be submitted to the management company in writing by U.S. mail, email, fax or hand delivered. Voice mail or telephone service requests cannot be accepted. Service requests may also be submitted online at [www.mangementtrust.com/cdc](http://www.mangementtrust.com/cdc)**

## SERVICE REQUEST

\_\_\_\_\_ Maintenance Request/Report

\_\_\_\_\_ House Rules Violation Notification

\_\_\_\_\_ Architectural Control

\_\_\_\_\_ Other

Name of Property: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

(Print)

Address: \_\_\_\_\_ Phone: Home: \_\_\_\_\_

\_\_\_\_\_ Work: \_\_\_\_\_

\_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

Please describe the nature of your request/report: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### For Office Use Only

Action Date: \_\_\_\_\_ Manager: \_\_\_\_\_

Other Info: \_\_\_\_\_