

Service Request Form

1st Realty Resources
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Fort Worth, TX 76111
Office 817.744.8434 Ext. 27
Fax 817.887.0973
Email office.1strealty@yahoo.com
Website www.1stRealtyResources.com

Tenant Name: _____

Phone #: _____

Email: _____

Address: _____

Service Issue: _____

In order for a service technician to enter property and complete request, a tenant must be present. A representative from 1st Realty Resources will contact requestor, to schedule service completion.

Tenant Signature: _____

Date: _____

Received by: _____

Date: _____

Action Taken: _____

I certify that the above action has been completed to my satisfaction.

Tenant Signature: _____

Date & Time: _____

Technician Signature: _____

Date & Time: _____

****ALL REQUESTS MUST BE IN WRITING, PLEASE SEND VIA MAIL, FAX, OR EMAIL****