



600 Park Avenue
 Bremerton WA 98337
 (p) 360-479-3694
 (f) 360-616-2927
 www.bremertonhousing.org

WORK ORDER REQUEST

Date/Time Received by PM _____ Property _____

Resident's Name _____ Unit Address/Apt #: _____

Phone #: _____

PLEASE CIRCLE ABOVE THE PROBLEM AREA

Bed	Blinds	Bugs	Door	Door Locks	Electrical Outlet	Faucet	Flooring	Fridge	Heat	Kitchen Cabinet	Leak

Light	Light Switch	Peep Hole	Picture	Range Hood	Sink	Smoke Alarm	Stove	Toilet	Tub	Vent	Window

Describe Nature of Request: _____

Are there any pets in your unit? If so, what type? Dog/Cat _____
 Does the Technician have permission to enter your unit in your absence? _____

Resident Signature authorizing this work to be done as above:

_____ Date: _____

Maintenance Notes: Date Complete: _____ **Time In/Out:** _____

Description of parts used/work done

Tenant Caused Damage: (Circle One) Yes or No Cost + Labor \$



Bremerton Housing Authority does not discriminate on the basis of race, color, creed, national origin, religion, disability, sex, sexual orientation, gender identity, age (over 40), military/veteran status, familial status, or any other basis protected under federal, state, or local law in admission or access to its program.

Equal Opportunity Employer.

If you need to request a reasonable accommodation, contact the BHA Section 504 Coordinator at (360) 616-7111. (TRS) 7-1-1.

