Kluck Apartments Office 2765 University Ave. Dubuque, IA 52001

Phone: 563-556-2284 Fax: 563-556-2285



## **Maintenance Request**

## This form is for Non-Emergency maintenance repairs.

Emergency repairs such as broken water lines (please turn off the water main immediately), sewer back up, and overflow toilets please contact us at 563-556-2284.

\*If this is an after hour emergency please contact Tom 563-213-0371 or Dave 563-213-0372.\*

Once your work order request has been received one of our team members will contact you to discuss your request. If you do not have a problem with us entering to fix your request we will do so and let you know it's been completed. Otherwise provide us with a time we can meet or a number we can call to arrange a time to enter.

First Name	Last Name	Email	
Day Phone	Evening Phone	Cell Phone	
Building Address	Apt #		
Can we enter withou	out specified time (8am -5pm) for	repair? Yes No	
I/We request repai	r of the following items:		
Date submitted	•		