

Common Area Maintenance Form  
For Parkside Condominium

Please submit this form to the management office for the work that is needed in a common area (laundry rooms, storage rooms, interior hallways, and grounds). Examples of work to be requested include pruning of shrubs, light bulb out, building door slamming, etc.

**Please do not include water leaks on this form, call the management office immediately.**

Please include all of the following information:

Name: \_\_\_\_\_ Daytime Phone Number: \_\_\_\_\_

Resident Address: \_\_\_\_\_ Unit #: \_\_\_\_\_

Common Area Location: \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please drop off or fax to the Management Office.