

# Daytona Property Management

428 N. Peninsula Dr.  
 Daytona Beach, Florida 32118  
**Telephone Number:** (386) 248-3915  
**Email Address:** DaytonaPropMgt@aol.com

## Service Request

**Dear Tenants,**

Daytona Property Management does not cover repairs/replacements due to misuse or improper maintenance of tenant(s) and/or its guest(s). Note, depending on your lease, certain services are billable to the lessee. If you are unsure about whether a service request is covered, please contact us immediately. Please submit this form completed in its entirety and if needed comment on the backside. Place request(s) in mail slot located at 428 N Peninsula Dr. Daytona Beach, FL 32118.

Service appointments are available from **Tuesday and Thursday 8:30am-5:00pm.**

<b>Date of Request</b>	<b>Month:</b>	<b>Day:</b>	<b>Year:</b>
<b>Tenant Name(s):</b>			
<b>Address/Unit number:</b>			
<b>Contact Number(s):</b>			
<b>Email:</b>			

Check Off:

<b>Kitchen:</b>		
<b>Living Room:</b>		
<b>Bathroom:</b>		
<b>Bedroom:</b>		
<b>Hallway:</b>		
<b>Garage:</b>		
<b>Outside:</b>		

<b>Date Received</b>	<b>Month:</b>	<b>Day:</b>	<b>Year:</b>
<b>Authorized by:</b>			
<b>Date Completed</b>	<b>Month:</b>	<b>Day:</b>	<b>Year:</b>
<b>Tenants Signature:</b>			
<b>Maintenance Signature:</b>			
<b>Office Signature:</b>			

Thank You for your interest with Daytona Property Management  
 Office Hours: Monday-Friday 9:30am-5:00pm  
**Appointments only**