

## Chigi Campus Housing Maintenance Report

As soon as you identify a maintenance issue, please complete this form and bring it to your Graduate Assistant or to the Program Director so that the problem can be resolved quickly. Thank you.

Date: \_\_\_\_\_

Name of Person Filing this Report:

\_\_\_\_\_

Where is the maintenance problem located (please check):

- ☐ Exterior Entrance
- ☐ Interior Entrance
- ☐ Kitchen
- ☐ Common Room/Classroom
- ☐ Firenze Room
- ☐ Roma Room
- ☐ Siena Room
- ☐ Venezia Room
- ☐ Suite Bathrooms
- ☐ Handicapped Bathroom
- ☐ Public Bathroom
- ☐ Laundry Room
- ☐ Fire Exit
- ☐ Corridor
- ☐ Other

Please describe the maintenance issue that needs to be addressed. If necessary, use the back of this form:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_