

Work Order # \_\_\_\_\_

## NLCA MAINTENANCE REQUEST FORM

Mail request to: 4881 Northwood Circle  
Cass City, MI 48726  
Emergency Requests (only) may be phoned to any board member

Co-Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone Contact: \_\_\_\_\_ Email: \_\_\_\_\_

NLCA 'Matrix' # \_\_\_\_\_ and Item \_\_\_\_\_

### PLEASE USE ONE FORM FOR EACH MAINTENANCE REQUEST

Description of Maintenance Requested:

Date of Co-Owner Submission: \_\_\_\_\_

Date Received by NLCA: \_\_\_\_\_ Unit # \_\_\_\_\_

Date Assigned to Contractor: \_\_\_\_\_

Date of Repair Completion: \_\_\_\_\_

#### NLCA BOARD MEMBERS

President-----Rod Whelan	C-216-533-5438	<a href="mailto:rod.whelan@gmail.com">rod.whelan@gmail.com</a>
Vice President----Dave Block	C-810-376-2801	<a href="mailto:nlca4881main@gmail.com">nlca4881main@gmail.com</a>
Treasurer ----- Linda Miller	C-248-464-1049	<a href="mailto:MillerLinda0219@yahoo.com">MillerLinda0219@yahoo.com</a>
Secretary -----Rinda Smith	C-989-670-2588	<a href="mailto:rindav52@gmail.com">rindav52@gmail.com</a>
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