Tenant Request

Alterations / Improvements Form

Harcourts

It is a policy of Harcourts Pakenham that all requests must be in writing and given to our Property Manager. Once received, the Property Manager will contact the Landlord for their consent. Consent must be given prior to any alterations / improvements being carried out at the property.

This form should be used for all nature of requests, for example - permission to keep a pet, permission for Foxtel installation, permission to paint a wall, request for flyscreens etc.

Property Address _____

Tenant/s _____ _____

Mobile _____ Work _____ Home _____

Nature of request:

Please be as detailed as possible. Be sure to specify whether this is something you are wishing to complete at your own expense or asking the Landlord to pay for. If the request is something you wish to complete at your own expense, please advise whether it will remain at the property when you vacate.

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Tenant/s Signature _____

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Date _____

Harcourts Pakenham

Level 1, 48 Station Street, Pakenham

t. 5941 1200 f. 5941 7146

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