

# Coral Princesse Condominium

## **Work order request**

The Coral Princess condominium association is responsible for structural repairs to units and common grounds.

Internal electric, plumbing, etc., as well as maintenance of windows and doors, is the responsibility of the unit owner.

A request for structural repairs by a unit owner should be made in writing to the association. (Requests by Guests, renters, etc. are not sufficient for this purpose.) Please provide the information requested below:

- Send-Date of Repair Request
- Unit owners name, and contact number
- Tenant name and contact number, (if applicable)
- Unit for which repairs are being requested
- Description of the issue/nature of the repair for that unit.
- Other. ( Such as preferred work days, times, etc.)

Please remember that work is scheduled by date received, and urgency of the issue.

Send requests to the Board at [coralprincesse@yahoo.com](mailto:coralprincesse@yahoo.com)