MARINA COURT / PROPERTY OPERATIONS

Maintenance request

REQ-1731

TRIAGE AND APPOINTMENT CONFIRMATION PENDING

PROPERTY
Marina Court

UNIT
1204

RECEIVED
25 October 2026 / 09:15

CATEGORY
Air conditioning

Reported issue

The bedroom AC runs but does not cool. The issue started yesterday evening. Please arrange for the maintenance team to inspect it.

PREFERRED VISIT DATE
26 October 2026

PREFERRED ACCESS WINDOW
16:00-18:00

ACCESS ARRANGEMENT
Resident will be present

APPOINTMENT
Not yet confirmed

Operations checklist

- [ ] Confirm access with the resident
- [ ] Request availability from an approved AC contractor
- [ ] Record the work order and send an appointment update