

# Work to be Completed Request Call

**Tenant**

*Incoming call from tenant, requesting work to be completed on problem in home*

**Investor**

Hello (Tenant), Can you please tell me more about the problem, such as where it is, when you first noticed it?

**Tenant**

*Provides information*

**Investor**

Okay, thank you. I will be sending a work order out to have this taken care of as soon as possible.

I will be contacting you as soon as an appointment is scheduled to have this problem resolved.

Thank you and I will speak to you soon!