

Terrace Villas of St. Andrews Association, Inc.

MANAGED BY: ARGUS MANAGEMENT OF VENICE, INC., 1062 E.VENICE AVE., VENICE, FL 34285
eMail: melissa@argusvenice.com OFFICE TEL #: (941) 408-7413 FAX: (941) 408-7419

WORK ORDER / REQUEST FORM

Name: _____ Date: _____

Unit Number: _____ email: _____

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To assure prompt action by management, all communication should be in writing and signed by unit owner/resident. Please use this form for suggestions or work requests with reference to your own or common property. Email the completed form to melissa@argusvenice.com. Argus Management will contact you to acknowledge they have received the form, and when disposition is reached.

**In an emergency please call (941) 408-7413 during regular business hours.
After regular business hours please call (941) 364-3493**

Subject: _____

Work Request: _____

Phone: _____

Signature: _____

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Disposition:

Date: _____ Signature _____