



CSR# –

Date Received –

Customer Service Request Form

Please fill out ALL contact information in full

Name: _____ Date: _____

Suite No.: _____ Strata Lot: _____

Home or Cell Number: _____ Business Number: _____

Email Address: _____

Suite is: Owner Occupied Tenant Occupied Not Occupied

Permission to enter Contact Phone Number: _____

Tenant Name and Contact Phone Number: _____

Fax Number: _____

Service Requests:

Please provide a clearly written and precise description of your request. The Customer Care Centre will forward all repair requests to our Construction Department who will contact you to schedule an appointment.

Please note that we can only accept service requests from the Owner of the suite. Tenants - please submit all Customer Service enquiries through your Landlord

CUSTOMER CARE CENTRE

To process, please Fax, Email or Mail to:

Fax: (604) 899-9183

Email: customercare@concordpacific.com

**Mail To: ATTN: CONCORD MET 2 LIMITED PARTNERSHIP
9thFloor – 1095 West Pender, Vancouver, B.C. V6E 2M6**