PERBADANAN PENGURUSAN GARDEN PLAZA, CYBERJAYA (SEL: 7553)

The Management Office, Level P1, Cambridge Tower, Garden Plaza, Persiaran Harmoni, Cyber 3, 63000 Cyberjaya, Selangor Darul Ehsan.

Tel: +603-8689 5063 / +603-8689 5064 Email: <u>gardenplazamngt@gmail.com</u>



RESIDENTS COMPLAINT FORM

NOTE: THE MANAGEMENT SHALL ONLY BE RESPONSIBLE FOR THE PROVISION OF MAINTENANCE AND MANAGEMENT FOR THE COMMON AREA AND FACILITIES. ANY DEFECTS ENCOUNTERED IN YOUR INTERNAL UNIT SHALL BE REPAIRED AND MADE GOOD BY THE OWNERS.

PART 1: OWN	ER/TENANT PA	RTICU	LARS					
Unit No.								
Owner Name					Date			
Tenant Name					Conta	act No.		
Type of Complaint:								
Electrical System			Water		Leakage			
 	Plumbing System		Common Area				Lift/Escalator	
Security	y		Car Park			Access Card System		
Cleaning	Others (ple			specify) :				
	_							
Location								
Description								
Signature								
PART 2: FOR C	OFFICE USE							
Attended By			Inspection Date					
Appointment			Completion Date					
Form 28								
Remarks								
PART 3: ACCEPTANCE BY COMPLAINEE								
Name				Date				
Remarks								