

**Civitas Property Management**

15200 Hesperian Blvd, Ste 201

San Leandro, CA 94578

Phone - (408) 371-5969

To:**Keepe Up, Inc.**

111 S. Jackson St.

Seattle, WA 98104

Office - (805) 266-6785

Office - (206) 456-6949

Phone - (866) 947-6215

Phone - (206) 319-9002

Phone - (360) 632-7645

| | |
|-----------------------|--------------------------------------------------------------------------|
| Work Order # | 2217-1 |
| Status | Assigned |
| Created On | 08/06/2018 |
| Estimate Requested On | -- |
| Estimate Amount | -- |
| Estimated On | -- |
| Scheduled On | -- |
| Completed On | -- |
| Tenant(s) Notified | Yes |
| Permission to Enter | No |
| Job Site | Blake - Apt 07 2172 Blake St - Apt 07 Apt 07 Berkeley, CA 94704 |
| Pet(s) | -- |
| Maintenance Limit | \$1,000.00 |

Tenant(s)

| | | |
|--------------|-------------------------|--------------------------------------------------------------------|
| Beomjin Kim | Mobile - (510) 679-7726 | breakim@gmail.com |
| Hyukjin Kwon | Mobile - (510) 847-3114 | rnrtnacht@berkeley.edu |
| Woojin Lee | Mobile - (510) 563-7557 | krislee1542@gmail.com |

Description

We have no smoke detectors, carbon dioxide detectors.

Today, my technician told me that having those detectors is a state law, and we have nothing. Please install those detectors.

a screen on a window at living room is broken.

Please contact me to krislee1542@gmail.com

Vendor Instructions

Per Berkley law CO detector in hall way 3ft from heater and smoke in each room

Property Notes

OWNER PREFERRED ROOFING VENDOR: Walnut Creek Roofing - Contact: Jason Paulson 925-934-4842

IMPORTANT: If any roofing repairs are needed it must be done with a pure silicon product as the roof had a silicone coating added about 8 years ago.

Lockbox Code is 8781

Details

| Account | Statement Description | Amount |
|---------|-----------------------|--------|
| -- | -- | 0.00 |
| Total: | | 0.00 |

Authorized By: _____
Signed By: _____
Dated By: _____
Invoice #: _____

Technician's Notes: