



18 Belford Street – St Kilda – VIC 3182
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OFFICE HOURS: Monday – Friday 9:00am – 6:00pm Saturday 9:00am – 2:00pm

AFTER HOURS EMERGENCY CONTACTS

As outlined in the red booklet “**Renting a home a guide for tenants and landlords**” that you were given at the start of the tenancy, there may be circumstances when our office is closed and you require urgent repairs to be carried out after hours. These include:

- A burst hot water service
- A blocked or broken toilet system
- A serious roof leak
- A gas leak
- A dangerous electrical Fault
- Flooding or serious flood damage
- Serious storm or fire damage
- A failure of gas electricity or water supply
- A serious fault in a lift or staircase
- Any damage that makes the premises unsafe or insecure

*** Please note: Should there be a failure of gas, electricity or water you are required to contact your service provider to ensure it is not a problem with your provider first.**

*** If a tradesman is called and it is established that the matter is not classed as an emergency the tenant(s) is required to pay the call out fee not the landlord.**

For any other maintenance issues that are non urgent please email or complete a maintenance request form which is available from our agency advising us what needs to be repaired.

CONTACTS

<u>Plumber</u>	Hutchinson’s Plumbing	Phone: 9625 5000	Pager Number 19150
<u>Electrician</u>	Eslec Electrical	Phone: 0419 324 587	1300 375 321
<u>Locksmith</u>	St Kilda Locksmiths	Phone: 9525 5811	(Diverted)
<u>Glazier</u>	Balaclava Glass	Phone: 0438 301 363	(Diverted)
<u>Cleaning</u>	Vanda Cleaning	Phone: 0401 091 903	Vacate clean or General Cleaning