



Email: KamalaniSiteManager@gmail.com
with a photo / scan of this form or
FAX HMC: 808.873.7423

ACTION REQUEST # _____

LANDSCAPE MAINTENANCE & SUGGESTION REQUEST FORM

1 Form submitted by: Homeowner Tenant Property Manager Other _____

2 Date Submitted: _____ Delivery Method: Email Mail Fax Hand Delivered to:

Site Manager or HMC

3 What is the nature of this request(s)? (Check all that apply.)

- URGENT ACTION** — SPRINKLER / WATER / TREE / LIGHTS
- SPRINKLER REPAIR / MAINTENANCE — STANDARD
- LANDSCAPE ENRICHMENT SUGGESTION(S) SEE #8
- LAWN CARE REPAIR / MAINTENANCE
- FLOWER BED REPAIR / MAINTENANCE
- OUTDOOR LIGHTING REPAIR / MAINTENANCE
- ISSUE WITH LANDSCAPE SERVICE PROVIDER
- OTHER _____

4 Are you providing any optional supporting photo(s) or document(s) with this request? Yes No

5 Which would you prefer? Email or phone response to your request(s). Email Phone Text

6 Name: _____ Ph: Cell - Voice/Text Land - Voice

Email Address: _____

Kamalani Address: _____ Unit #: _____

7 Location of issue #1: _____

Describe the issue: _____

Location of issue #2: _____

Describe the issue: _____

8 Landscape enrichment suggestion.

SITE MANAGER ACTION TAKEN

Date: _____

Resident notified: YES NO

Action taken: _____

CONTINUE ON BACK IF NEEDED

Please email (preferred method) or mail your **LANDSCAPE MAINTENANCE FORM**, along with any optional photo(s) or document(s), to our site manager. Whatever is most convenient for you is just fine but **we prefer to receive forms and optional support photo(s) or document(s) via email at KamalaniSiteManager@gmail.com.**