

Tell us the building, the apartment and the problem.

Service requests come from the buyer or from the building's management: the owner, the developer, the general contractor or the property manager. If you live in the building, report the problem to its management, and they send the request.

A person reads every request. Photos or a short video help more than anything: after you send this, reply to our email and attach them.

Prefer to talk? Call 929-668-2340 or write to service@vistaza.com.

1 • THE BUILDING

Building address

Apartment or unit

e.g. 4B

2 • THE PROBLEM — pick any

- | | |
|--|---|
| ☐ Water coming in | ☐ Draft |
| ☐ Hard to open, close or lock | ☐ Handle or lock |
| ☐ Glass cracked or fogged | ☐ A part missing or broken |
| ☐ Sliding door | ☐ Something else |

What is happening (optional)

Which window or door, since when, and what you have tried

3 • YOU

You are

- ☐ Owner or developer ☐ General contractor ☐ Property manager, for the owner

Company

Name

Email

Phone (optional)

Fill it in online at vistaza.com/closeout/#service