

Melbourne Inner City Management Pty Ltd ABN: 39 060 312 012

Level 1, 178 City Road, Southbank VIC 3006 Ph: (613) 9697 8888 Fax: (613) 9697 8822 www.ownerscorp.com.au

Work Orders / Maintenance Requests

- Please lodge any work order request by going to <u>www.ownerscorp.com.au</u> and click on the **HELPDESK** link, see below
- For **URGENT** requests, please call Help Desk on **1300 00 MICM (1300 00 6426)** 24/7, 365 Days
- For any work order follow ups, please call Help Desk on **1300 00 MICM (1300 00 6426)** 24/7, 365 Days

All work orders will be sent to the authorised person for approval, e.g. OC Manager or Building Manager.





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