For inquiries and maintenance request

Please contact to following information for apply inquiries or maintenance request.

This way, we can share the information with supervisor and maintenance team directly and take care of it faster.

E-mail: maintenance@saki-corp.jp Tel: 098-936-0885

(please leave a message when office is closed, we will answer when it's emergency)

When you call or send e-mail please let us know following information

Unit name, Tenant name, Request/Order details

(<u>location</u>, <u>condition</u>, <u>brand name</u>, <u>pictures and more</u>)

If you don't hear from us within 5business days Please call our office.

When maintenance team visits ...

Because of covid-19 impact, all shipping delivery is getting delayed.

It will take extra days or weeks to take care of each maintenance.

We only accepting maintenance related with lifeline during covid-19.

For prevent the infection, we're asking all tenants for cooperate to following steps when maintenance team visit.

- Give us permission for enter or keep social distance with workers if you can't wear masks.
- 2. <u>Leave couple windows open</u> before they arrive premises.



Thank you for your understanding.

