

Window Guard Request Form

Tenant Name _____
(Print)

Tenant Address _____
(Address, Apt. #, City, State, Zip Code)

Tenant Signature _____ Date: _____

This form serves as my written request that window guards be installed in my apartment/rental unit (listed above) because:

- 1) I rent an apartment/unit in a building that has three or more apartments/units;
- 2) A child age 10 or under lives in my apartment/unit and/or spends a substantial amount of time there;
AND
- 3) The windows in my apartment/unit are more than six feet off the ground.

I know that you, the Landlord/Management Company:

- Must provide, install and maintain window guards in my apartment/unit;
- May charge me up to \$20.00 for each window guard that is installed in my apartment/unit
- Must install window guards in the building's hallway windows, at no cost to me.

I know that it is a violation of law if you, the Landlord/Management Company, do not comply with this request.

Check or mark whichever apply:

_____ I WANT WINDOW GUARDS INSTALLED IN MY APARTMENT
_____ I WANT WINDOW GUARDS INSTALLED IN MY HALLWAY
_____ WINDOW GUARDS IN MY APARTMENT NEED MAINTENANCE OR REPAIR

FAX, MAIL OR RETURN THIS FORM TO:

(Landlord/Management Company Name) (Landlord/Management Company Fax #)

(Landlord/Management Company Address)

TENANTS: KEEP A COPY OF THE COMPLETED FORM AND USE CERTIFIED MAIL TO MAKE SURE YOUR LANDLORD RECEIVES THIS REQUEST

*Except windows giving access to fire escapes or windows on the first floor that are lower than 6 feet.