



**The Staff & Management of Wentworth
Community Housing would like to wish you all
a safe and happy Christmas.**

Wentworth will be **CLOSED** from 12 noon on Thursday 24th December, 2009 and will re-open at 8.30am on Monday 4th January, 2010.

Emergency Repairs & Maintenance until 4th January 2010

For all urgent maintenance requests, please call **4731 5851** and leave a message. When leaving your message, please clearly state your **name, address, telephone number** and a **detailed explanation of what the problem is**. Messages will be regularly checked to ensure all emergency & urgent maintenance requests are attended to promptly. Only urgent maintenance that results in loss of amenity to your dwelling will be attended to. Therefore issues such as loss of power or loss of hot water and other issues that result in the dwelling experiencing difficulty for living purposes will be attended to. All requests that are deemed to be non-urgent will be followed up when our office re-opens.

We request that all non-urgent maintenance issues are reported to us when the office reopens on Monday 4th January 2010.

