



**CALEDONIA CARE & REPAIR  
SMALL REPAIR REQUEST FORM**

**Please note that we do not offer an emergency service**

This service is open to **Home Owners or Private Tenants** only. If the work requested is deemed to be appropriate for a Small Repair, you will receive a copy of a works order sent to the contractor. We will undertake **one single small repair only per household** in any financial year. If you have a list of things needing to be done, then we will repair only the most critical item to you.

**Name** .....

**Address** .....

**Telephone** .....

**Email** .....

**Work required** .....

.....

.....

<b>YOU – please tick appropriate boxes</b>	<b>YOUR PARTNER – please tick appropriate boxes</b>
<input type="checkbox"/> pensioner	<input type="checkbox"/> pensioner
<input type="checkbox"/> disabled	<input type="checkbox"/> disabled
<input type="checkbox"/> vulnerable / at risk	<input type="checkbox"/> vulnerable / at risk
<input type="checkbox"/> home owner	<input type="checkbox"/> home owner
<input type="checkbox"/> private tenant	<input type="checkbox"/> private tenant
Please state your <u>weekly</u> income : £ .....	Please state your partner's <u>weekly</u> income : £ .....
incl. pension(s) and income-related benefit(s)	incl. pension(s) and income-related benefit(s)

My / our home has buildings insurance :      Yes       No

Signature .....      Date .....

**Data Protection**  
We are committed to protecting and respecting your privacy. We ensure that we comply with applicable data protection law when we process your personal data. Our full Privacy Notice explains how Caledonia will process your personal data, from when we collect it until we dispose of it. It also explains how we use your personal data, when we will share it with others and how we will keep it secure. A copy of our Full Privacy Notice can be viewed at : [www.caledoniaha.co.uk](http://www.caledoniaha.co.uk)