



## SUMMARY OF REPAIR BIDS

As a general rule, unless otherwise specified by the Asset Manager, the number of bids required is:

- ▶ One Bid: Repairs Under \$1,000    ▶ Two Bids: \$1,000 - \$9,999    ▶ Three Bids: \$10,000 +

PROPERTY INFORMATION	PREPARED BY
Asset #:	Company Name:
Address:	Address:
Bedrooms:	Phone:
Bathrooms:	Fax:

REPAIR BIDS	BID 1	BID 2	BID 3
<b>CONTRACTOR NAME:</b>			

SECTION #	AMOUNT	AMOUNT	AMOUNT
1. Floors			
2. Interior Walls/Ceilings			
3. Interior Paint			
4. Exterior Paint			
5. Appliances			
6. Cleaning			
7. Electrical			
8. Heating / Air			
9. Plumbing			
10. Roof			
11. Structural			
12. Carpentry Interior / Exterior			
13. Other			
14. Supplemental Recommendations			
<b>TOTAL BID:</b>			

BID RECOMMENDATION	
Bid # Recommended:	Contractor Name:
Comments:	
Submitted By:	Date:

APPROVED BID	
Bid # Approved:	Contractor Name:
Comments:	
Bid Approved By:	Date: