

## Tenant Information on Reporting Work Orders

All tenant work orders should be reported to the Housing Authority Office. The telephone number is 508-378-3838.

All after-hour emergency work orders should be called into the **Maintenance Emergency Answering Service at 617-629-1303**. This number is only to be used for emergency work orders that present themselves after Housing Authority office hours.

### Housing Authority Office Hours

Monday	8:00 a.m. – 2:00 p.m.
Tuesday	8:00 a.m. – 2:00 p.m.
Wednesday	8:00 a.m. – 4:00 p.m.
Thursday	8:00 a.m. – 12:00 p.m.
Friday	8:00 a.m. – 2:00 p.m.