The Apartment Facilities Staff are here to assist you with maintenance questions, concerns, and of course to help get things fixed when they need repair. We employ carpenters, custodians, painters, mechanics, and grounds staff to service the community. We are constantly in the process of preparing apartments for new residents and completing maintenance requests in a timely manner. Below is a picture dictionary of various items around your apartment, use this as a reference when submitting your maintenance repair requests on our website at go.wisc.edu/ua-maintenance-form.

If this is an emergency repair (such as falling water, no water, or no heat in the winter) call or text the Resident Manager on duty at 608-444-9308 or call the Apartment Facilities Office (open Monday - Friday 7:00 a.m.-3:30 p.m.) at 608-262-2037.
## Doors and Windows

<table>
<thead>
<tr>
<th>Door Lock 1</th>
<th>Door Lock 2</th>
<th>Chain Lock</th>
<th>Door Key</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailbox</td>
<td>Mailbox Lock</td>
<td>Mailbox Key</td>
<td></td>
</tr>
<tr>
<td>Window Lock 1</td>
<td>Window Lock 2</td>
<td>Window Shade</td>
<td>Storm Door</td>
</tr>
</tbody>
</table>

## Temperature

<table>
<thead>
<tr>
<th>Thermostat (Eagle Heights &amp; Harvey Street)</th>
<th>Heat Convector</th>
<th>Heat Valve (Eagle Heights)</th>
<th>Air Conditioner</th>
</tr>
</thead>
</table>
**ELECTRICAL**

- GFCI Outlet (Kitchens & Bathrooms)
- Outlet with Switch
- Outlet with Plug (Eagle Heights)
- Circuit Box (University Houses)

**OTHER**

- Smoke Detector
- 9V Battery for use in Smoke Detectors
- Washer
- Dryer
- Allen Wrench
- Fire Alarm Pull Station
- Kitchen Exhaust Vent
- Carbon Monoxide Detector