

Repairs & Maintenance Guide



THINKING *fresh.*



Version History

Version	Created	By
SAPML Administration v1.0	22 February 2019	SC
Amended	22 May 2019	SC
Amended	16 June 2022	SC

Repairs and Maintenance Guide

This guide outlines who is responsible for maintenance and repairs of the premises if required and the procedure to be followed when maintenance and repair works are needed.

1. What maintenance is South Australian Produce Market Limited [SAPML] responsible for?

- Common area lighting
- Common area pest control
- Common area cleaning and wasteremoval
- Common area fire services
- Emergency equipment located at the front and rear PA doors of the tenancy
- Fair wear and tear maintenance
- Roadways
- Roller door fair wear and tear maintenance

2. What maintenance is the tenant responsible for?

Tenants are responsible to maintain, repair and replace and to keep the premises in good working order. Listed below are examples of items tenants are responsible for:

- Additional keys
- Any damage caused by tenant
- Coolroom and associated refrigeration systems and plant
- Heating and cooling
- Light Globe replacement including Fire Exit Lights
- Light switches
- Pest control
- Plumbing repairs including blocked toilets/urinals and changing washers for leaking taps
- Roller door damage and roller door motor repairs
- Store Signage
- Waste Removal
- Refer to the Tenancy Agreement for a full listing of tenant responsibilities

3. What the tenant should do if maintenance and / or repair works are required?

- Contact SAPML's Maintenance Co-ordinator on 0408 877 798

Repairs cannot commence until a Maintenance Request has been completed and signed off by the SAPML Maintenance Co-ordinator and tenant.