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Beach hotel defect rectification report

Reference MT-0034
02/11/2026

HOTEL NAME
Beach hotel Ltd

HOTEL ADDRESS
23 Seaside Road
Seaside Town
AA12 3AB

ISSUED TO
Hotel maintenance team

MAINTENANCE TASKS
8

PREPARED BY
Morgan Pell

JOB TITLE
Site manager

PHONE
07700900411

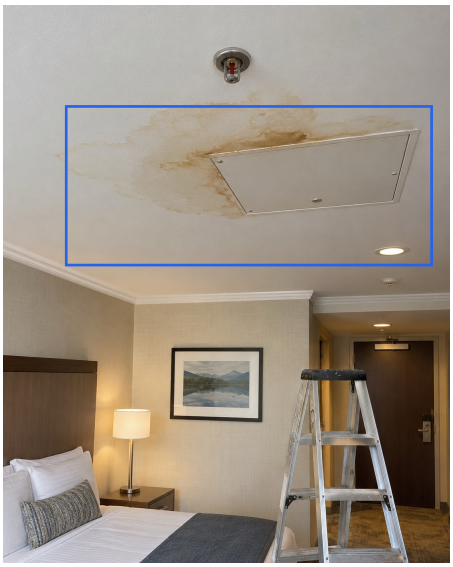
EMAIL
m.pell@opusacta.com



Maintenance task 1

Room: 106

Socket needs to be fixed as soon as possible



Maintenance task 2

Room: 408

Leaking HVAC access hatch. Full replacement of plasterboard and redecoration required



Maintenance task 3

Room: 671

Fridge door seal damaged, needs replacing



Maintenance task 4

Room: 671

Access hatch needs fixing



Maintenance task 5

Room: 106

Stained carpet. Cleaning or replacement required



Maintenance task 6

Room: 305

Refix picture frame



Maintenance task 7

Room: 102

Hot water tap broken



Maintenance task 8

Room: 102

Shower screen cracked