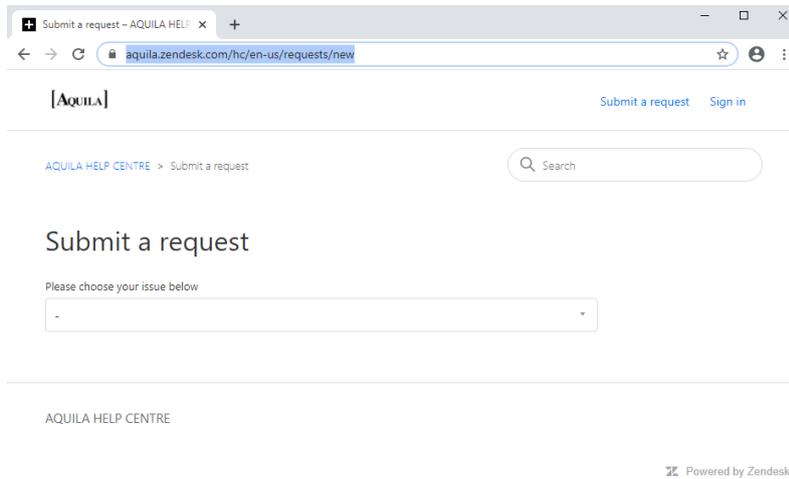


## REPORT AN MAINTENANCE ISSUE – *In Store Guide*

Step 1. Open the link - <https://aquila.zendesk.com/hc/en-us/requests/new>



Submit a request – AQUILA HELP

Submit a request Sign in

AQUILA HELP CENTRE > Submit a request

Search

### Submit a request

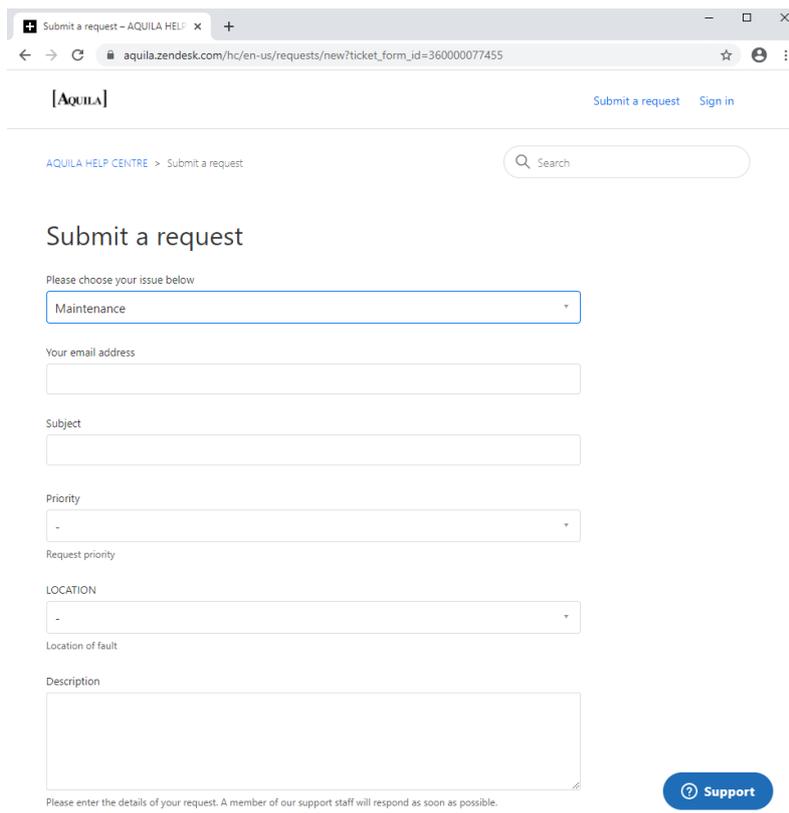
Please choose your issue below

-

AQUILA HELP CENTRE

Powered by Zendesk

Step 2. From the drop-down menu – Please choose your issue below – select Maintenance



Submit a request – AQUILA HELP

Submit a request Sign in

AQUILA HELP CENTRE > Submit a request

Search

### Submit a request

Please choose your issue below

Maintenance

Your email address

Subject

Priority

Request priority

LOCATION

Location of fault

Description

Please enter the details of your request. A member of our support staff will respond as soon as possible.

Support

Step 3. Fill out each section with as much detail as possible.