
ON-LINE SERVICE REQUEST SYSTEM

YARDI COMMERCIAL CAFE USER SET UP REQUEST

The Muller Company has partnered with Yardi Commercial Café to provide a web-based On-Line Service and Maintenance Request system. Please use Commercial Café for all service requests with the exception of an emergency call or water leak which should be called into the office immediately. Additionally, Work Order billings are available on line, and Broadcast tenant notifications will also be transmitted via Commercial Café. To ensure successful utilization, please note that Commercial Café operates best in the Google Chrome web browser.

Company: _____

Building: _____ **Suite:** _____ **Phone:** _____

First Name _____

Last Name _____

Desk Phone (If Different from Above)

Email Address

First Name _____

Last Name _____

Desk Phone (If Different from Above)

Email Address

First Name _____

Last Name _____

Desk Phone (If Different from Above)

Email Address

First Name _____

Last Name _____

Desk Phone (If Different from Above)

Email Address

Users will be set up with full privileges including Admin, Resource Reservations and Service Requests, and will receive Broadcast notifications. Indicate any special attributes for individuals who should receive only Insurance or Broadcast notifications, or if you wish to otherwise limit privileges.

Signed by: _____ **Date:** _____