



Tres Dias of Southeast Tennessee, Inc.

APISON RETREAT CENTER

Facility Problem Report

Please document any facility problems below. Please be as specific as possible to allow for timely evaluation and correction.

Date: _____

Room or location: _____

Problem Description:

Reported by: _____

Contact Number: _____ (for follow-up information if necessary)

Please leave this form on the Bulletin Board in the ARC Office

Thanks, ARC Management