



**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:

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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