



LIVE OAK

*Real Estate Development,
Brokerage & Services*

**INFORMATION ABOUT ANGUS
ANYWHERE**

**THE ONLINE MAINTENANCE
REQUEST SYSTEM**

For maintenance requests, we ask that all tenants use the online maintenance system, Angus Anywhere.

This system allows you to view, track, and follow up to any maintenance issues you may have during normal business hours. These requests are immediately dispatched to an engineer as well as the Property Manager and Chief Engineer. This is also Live Oak's means for quickly broadcasting building related announcements and for informing all tenants of upcoming building events, etc.

To get started you will need to provide us with the person(s) in your office who will be responsible for notifying us of your maintenance needs. Please do this on the "Contact Information" form that was provided to you. We will need their name and email address in order to assign them a user name and password.

Upon receipt of the completed form, we will enter their contact information into the system. At that time, each Angus Anywhere user will receive an email detailing how to use the Angus Anywhere system as well as their personal login information. There have been times when the first email sent out through the system goes to the user's junk mail box. If you do not receive your login information in a timely manner, please call your property manager.

** Please note that for after hours building emergencies you should call our main line:*

512-472-5000.

This emergency system is set up so that the on-call engineer can be immediately dispatched to your building if necessary.