



Service requests

how to axiis

Start a service request

With just a few easy steps you can submit a request for building service. Log into **axiis** with your personalized username and password to begin the process.

Locate the **Workplace Resource** section on the app home screen

Tap the **Service requests** button

Click **New** to submit a new request

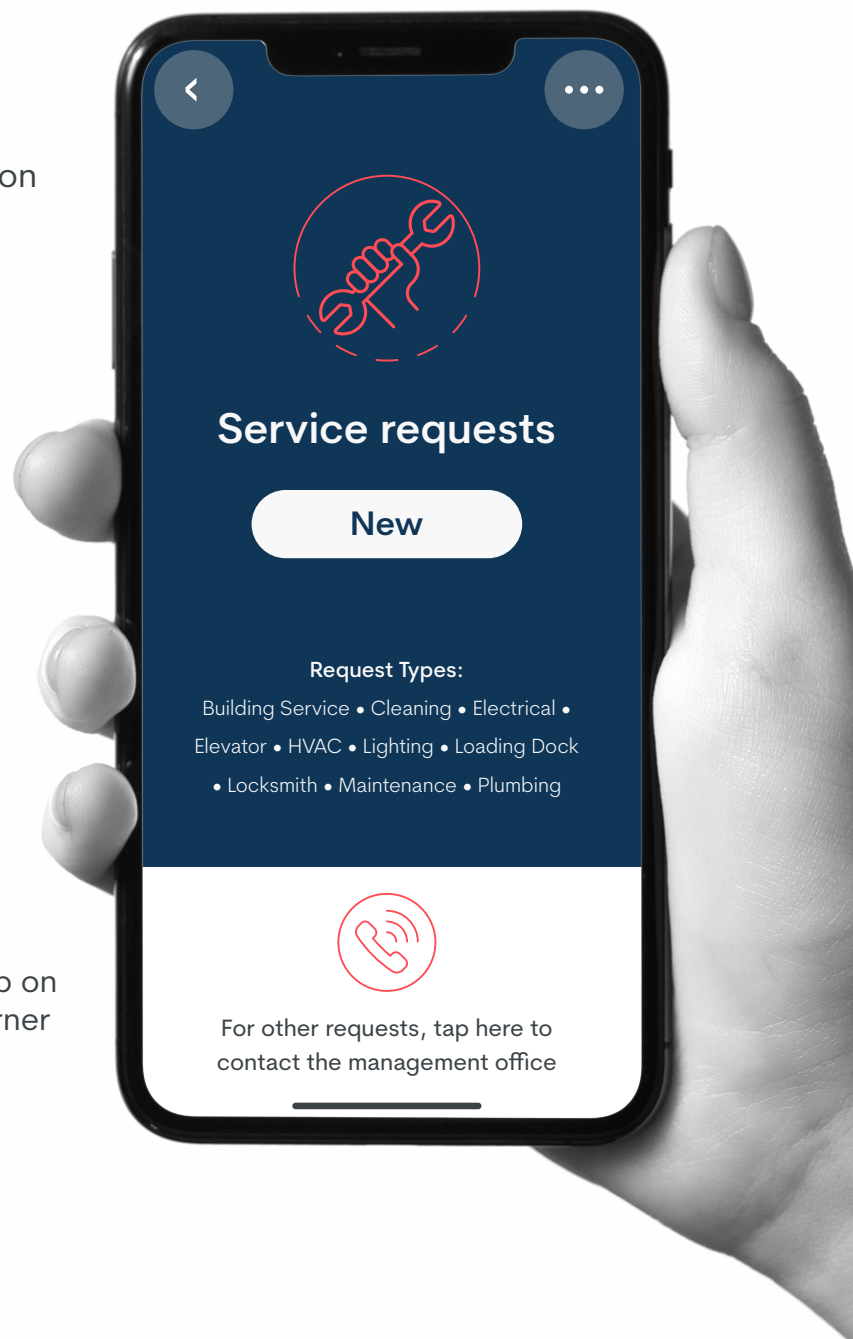
Fill out all the necessary contact and building information fields

Select your **Request Category** and **Request Type** items

Write a short description of the issue

Press **Submit Request**

To check a previously submitted request, tap on the **More Options** menu on the top right corner of the Service Request home page.



Brookfield
Properties