SUMMERPLACE HOMES, INC.

Building a Climate of Excellence

NEW HOME WARRANTY SERVICE REQUEST

Name: Mr. & Mrs. Happy Homeowner Date: 6/1/17

Address: 1234 Taverner Drive Lot#: 100TR Move-in Date: 3/1/17

Phone: 360-123-4567 Alt Phone: 360-765-4321 Email: happyhome@gmail.com

I understand work will be done Monday thru Friday, however, please do **not** schedule repairs on the following days and times:
No repairs Mon & Wed before 12pm.

New Home Warranty Service requests must be submitted in writing. We ask that you use this form for all your warranty service requests. Requests made in letter will also be accepted. Verbal or telephone requests cannot be accepted, except in the case of an emergency. Please detail, in the space provided below, the nature of the item requiring attention. Please be as specific as possible. Please remember that we provide one visit to correct settling issues. We highly recommend waiting until the end of your first year.

Item #1: (Please describe in detail) Cabinet drawer is loose.

Corrective Action: (To be filled out by service tech)

Buyer Approval (Initial/Date)

Item #2: (Please describe in detail) Touch-up paint needed in hall bath.

Corrective Action: (To be filled out by service tech)

Buyer Approval (Initial/Date)

Item #3: (Please describe in detail)

Corrective Action: (To be filled out by service tech)

Buyer Approval (Initial/Date)

Item #4: (Please describe in detail)

Corrective Action: (To be filled out by service tech)

Buyer Approval (Initial/Date)

Go to our website for instructions on how to submit Warranty requests or feel free to email/fax this form.

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