



## Home Warranty Request Form

Date:

Name:

Phone:

Email Address:

Closing Date:

Thirty Day Warranty            or            One Year Warranty

All warranty requests must be submitted in writing. We ask that you use this form for all your warranty service requests. Verbal requests made by telephone will not be accepted, except in the case of extreme emergencies.

General maintenance matters, which are the responsibility of the homeowner and will not be considered as a warrantable item. Please reference the performance guidelines for clarification of what is covered. Please detail in the space provided below, the nature of the item requiring attention. Please be as specific as possible. Concrete deficiencies arising from climate or chemical related issues are excluded.

NO.	LOCATION	ITEM(S)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Appointment Preferences:

Best Day(s)            Monday      Tuesday      Wednesday    Thursday      Friday

Best Time(s)            8:30am – 12:00 Noon      12:00 Noon – 4:00pm

Email the Completed form to: **[gilmoreconst.llc@gmail.com](mailto:gilmoreconst.llc@gmail.com)**

Date Received:	Assigned To:
Date Completed:	Homeowner Initials:

For office use only