

## **Warranty Service Request**

All requests for warranty service must be in writing. We recommend that you mail this request "Certified" to guarantee receipt. We discourage sending this request via fax. See Builder's address and phone information at the bottom of this form.

The builder does not offer a maintenance service and therefore reserves the right to bill the homeowner for non-warranted service calls including travel.

Once the Builder receives your warranty request, you will be contacted by telephone within 5 business days by the Builder's Representative to set up an inspection with you, the homeowner, which should take place within 10 business days. Warranted repairs will be written up on a work order requiring your signature to begin work and again, to acknowledge completion of the repairs.

All warranty activity is conducted between the hours of 8AM to 4PM, Monday through Friday. *No after hour or weekend work will be conducted*. We will attempt to schedule all work within these guidelines to accommodate your availability. Our goal is to complete the warranty work within 30 days from the initial inspection.

Print Your Name	Date
Full Address	
Community	Lot Number
Home Phone	Alternate Phone
Email	Email
	Warrantable Request Description
Homeowners Signature	

Mail Requests To: Harbor Custom Development, Inc. 11505 Burnham Dr., Ste. #301 Gig Harbor, WA 98332

Office Hours: M-F 8:30-4:30 / Main Office: (253) 649-0636 / FAX (253) 313-5232

Warranty Dept: (253) 649-5216

Warranty Email: warranty@harborcustomhomes.com - All emails must have this completed form attached!