

PLEASE E-MAIL TO:

alex@proformancebuilt.com

GARDENS AT RIVER GROVE
WARRANTY REQUEST/INSPECTION FORM

HOMEOWNER: _____

STREET ADDRESS: _____

PHONE NO. : (Home) () - _____

CLOSING DATE: _____

E-MAIL: _____

Dear Warranty Representative: We are requesting warranty performance on the items listed below for our new home.

INSTRUCTIONS: Please complete column A below. Columns B and C will be completed by Proformance after the items are inspected. Column D to be initialed by homeowner upon completion of the work. **NOTE: EXCEPT IN AN EMERGENCY, Please call one of the numbers provided on your list.** If you are unable to list all issues below, please use additional sheets.

	(A) DESCRIPTION	(B) INSPECTORS COMMENTS	(C) SUB.	(D) COMPLETE HO INIT.
1	_____			

2	_____			

3	_____			

4	_____			

5	_____			

6	_____			

Please be advised that: (Please Check One)

_____ Someone is usually home during the day ____ Someone will stay home by appointment

HOMEOWNER: _____ Date: _____

******TO BE COMPLETED AFTER ITEMS ARE INSPECTED******

The above items represent the agreed upon resolution of your warranty request Proformance will endeavor to complete these items within 30 days. I, the homeowner, will acknowledge completion of individual items by initialing and dating column D above.

HOMEOWNER _____
Proformance Warranty Rep: _____

DATE: _____
DATE: _____

Distribution: Superintendant: _____

Other: _____

Other: _____ Date Rec'd _____

Date work orders issued: _____

SUBCONTRACTOR NOTE: _____

Date work completion due: _____