



**Customer Service Request Form**

Date \_\_\_\_\_

Homeowner \_\_\_\_\_ Closing Date \_\_\_\_\_

Address \_\_\_\_\_

Phone (home) \_\_\_\_\_ (other) \_\_\_\_\_

Please list below the defect in material or workmanship for which you are requesting customer service. Please check in your "Maintenance & Liability Warranty" booklet for warranty standards and limits before submitting to the Customer Service Department at the address listed below. A Berkeley Homes representative will contact you to arrange an inspection if necessary.

**First Floor**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Second Floor**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Exterior**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Instruction/Information**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTICE: THE CUSTOMER SERVICE REQUEST PERTAINS TO ORDINARY WARRANTY SERVICE AND IS NOT A NOTICE OF CLAIM UNDER C.R.S. 13-20-807**

Signature \_\_\_\_\_