S & S HOMES
OF THE CENTRAL COAST, INC.

# SERVICE REQUEST

| | |
|---|---|
| PROJECT NAME | LOT# WARRANTY EXPIRATION DATE |
| HOMEOWNER NAME | HOME # WORK # |
| STREET | PETS? YES NO |
| CITY | SIGNATURE DATE |

**NOTE**: In order to attend to service calls, this form MUST be used. Owner of property must submit a written Service Request. Verbal messages and telephones calls for service will not be acknowledged, aside from **emergencies. Please keep in mind that maintenance of all components of the home is the responsibility of the homeowner. If an inspection shows that the defect or deficiency was caused by improper use, neglect of maintenance, or alterations made by homeowner and not by faulty workmanship or materials by contractor, I agree to pay a charge for this service call. **Please mail or fax all copies to S&S Homes of the Central Coast, Inc., 998 Huston St., Suite #C, Grover Beach, CA, 93433 OR 661-617-3251. You will receive an acknowledgment of request by mail followed by an investigation appointment. **If you have an EMERGENCY please immediately call 800-785-0646.**

Official Use Only

| Item No. | Description of Service Requested (Please print clearly) | Invest. Code | Work by: | Date finished | Home owner |
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**FOR OFFICE USE ONLY**

A. Investigated; Needs work by Representative.
B. The item noted was not listed on initial walk-through. Item not under warranty OR Item not provided by builder.
C. Subcontractor Repair to be scheduled.
D. This item will be labeled an EMERGENCY and immediately investigated/repaired.
E. See Homeowner's Manual for items covered under warranty service. This is noted as a Homeowner maintenance item.

**Upon Completion Distribute to:**

WHITE COPY – Office File YELLOW COPY – Completed Signed to Homeowner

Rev11/09