

# ONE-YEAR SERVICE REQUEST

*Request made within the first year of home ownership*



- Complete Homeowner section below. You may also submit your request online at [www.olesouth.com](http://www.olesouth.com).
- Retain a copy for your records.
- Fax or mail request to our office.
- Someone will contact you within three days of receipt of your request.

## **Homeowner Information**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Subdiv.: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Lot No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

Best phone number to reach you: \_\_\_\_\_

Best days & times to call: \_\_\_\_\_

Closing Date: \_\_\_\_\_

*Note – This is your warranty start date, effective for the first year, covering only those items under warranty.*

Service Needs: \_\_\_\_\_

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**Ole South Warranty Representative:** \_\_\_\_\_

Notes: \_\_\_\_\_

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Date Items Completed: \_\_\_\_\_

Homeowner Signature: \_\_\_\_\_

Project Manager Signature: \_\_\_\_\_