



NORFOLK HOMES SERVICE REQUEST FORM

Date _____

Purchaser _____

Address _____

Telephone (Home) _____ Work _____ E-Mail _____

LOT NO . _____ Closing date _____ 90 Day Service Request 1 Year Service Request

OUR GOAL IS TO COMPLETE THE WARRANTY SERVICE ON YOUR HOME WITHIN 10 DAYS. PLEASE PROVIDE US WITH 3 DAYS THAT YOU ARE AVAILABLE FOR US TO PERFORM THE SERVICE WORK LISTED BELOW. #1. _____ #2 _____ #3 _____

Appointment times 8-4pm M-F. Please be sure someone the age of 18 or over is present during all repairs. WE WILL MAKE EVERY ATTEMPT TO SCHEDULE YOUR SERVICE WORK AT ONE OF THESE TIMES LISTED ABOVE.

Items needing repair or Adjustment

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

UPON SUBMIT THIS FORM TO: 8178 Jackson Road Suite D, Ann Arbor, MI 48103. ATTENTION: Warranty Service: or email to servicewarranty@norfolk-homes.com

Please take time to include ALL ITEMS on this form to ensure a complete history of service work performed on your home.

An emergency would include severe plumbing problems, no heat during very cold weather, hazardous electrical problems, or any circumstance that endangers the occupants of your home. If you have an emergency, call Norfolk Homes emergency Number at 1-888-772-5770.

“We understand the privilege of the trust that you’ve placed in us to build and service your dream home. We do not take this opportunity lightly. It’s important to us that you know we never forget your home is an extension of who you are and how you live. Our company finds great satisfaction in fulfilling your dream of home.”

~Sean Lefere, Division President