

NOTICE OF COMPLAINT FORM
FOR CITISCAPE CONSTRUCTION'S WARRANTY COVERAGE
Workmanship/Systems complaints only

Please read the Warranty Booklet for filing instructions and pertinent information. If your previous written attempts to resolve your problems with Citiscape Construction, LLC have failed, then this form is to be sent to Citiscape Construction, LLC, with a copy to the Customer Service Office. This form must be received by Citiscape Construction, LLC no later than thirty (30) days after the expiration of the applicable warranty term or the coverage will be denied. We recommend certified mail, return receipt requested.

NAME _____

ADDRESS OF COMPLAINT _____
(Street)

(City) (State) (Zip)

HOME PHONE () _____ BUSINESS PHONE () _____

EFFECTIVE DATE OF WARRANTY _____ / _____ / _____
(Date of Closing or First Occupancy) (Mo.) (Day) (Year)
Certificate of Warranty Coverage #

NATURE OF DEFECT (BE SPECIFIC) _____

DATE DEFECT FIRST OBSERVED _____

DATE FIRST REPORTED TO CITISCAPE CONSTRUCTION _____

Attach any copies of relevant correspondence between you and Citiscape Construction, LLC involving this matter. Please provide any correspondence that indicates that Citiscape Construction, LLC has failed to perform his/her warranty obligations, and a copy of the Certificate of Warranty Coverage.

Homebuyer Signature Date

Homebuyer Signature Date