



Complaint Form

Please print or type

Section 1: Can you give us some information about yourself?

Name: _____ Date: _____
Property Address: _____ City: _____ Zip: _____
Mailing Address: _____ City: _____ Zip: _____
Daytime Phone: _____ Alt. Phone: _____ Email Address: _____

Section 2: Who are you complaining about? (Please provide as much information as possible.)

Builder/Remodeler Warranty Company Inspector

Company Name: _____
Contact Name: _____ Phone: _____
Mailing Address: _____ City: _____ Zip: _____

Section 3: May we have some additional information?

1. Yes No Are you the homeowner? If not, please explain: _____
2. Yes No Is the home/remodeling project currently under construction?
3. Yes No Are you living in the new home or using the remodeled area? If not, please explain: _____

4. Yes No Is your complaint about an alleged defect(s) involving a new home? If so, please provide the date of closing or occupancy (New Home Only): ____/____/____ (If so, please skip to question 7.)
5. Yes No Is your complaint about an alleged defect(s) involving a project that (increased or decreased the living space in your home)? If so, please provide the date the improvement was substantially complete: ____/____/____
6. Yes No Is your complaint about an alleged defect(s) involving an interior renovation costing more than \$10,000? If so, please provide the date the renovation was substantially complete: ____/____/____
7. Yes No Is your complaint about something other than the options, above? If so, explain: _____

8. Please provide a complete description of your complaint. If an alleged defect(s) is involved, add the date(s) the alleged defect(s) was discovered. (Use a separate page if necessary.)

**FOR COMMISSION USE ONLY.
DO NOT WRITE IN THIS AREA.**

