

**Warranty Service Request Form – Prior 12 Months from Closing Date**

2<sup>nd</sup> Submission (Structural): 12 months from date of closing

Warrantable items include items the builder is responsible for and are not homeowner maintenance items.

Please allow a two hour access to your home. More time may be required depending on warranty item. No warranty items will be accepted via text or email. All warranty items must be submitted by mailing Warranty Service Request Form to the below address or by scanning and emailing the Warranty Service Request Form to [warranty@empirehomesllc.com](mailto:warranty@empirehomesllc.com). If applicable, no warranty items will be processed or completed if any escrow monies are to be released to Empire Homes.

Owner's Name/Date \_\_\_\_\_ / \_\_\_\_\_

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

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

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

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

Access to Your Home (Check One)

- You will be home for scheduled appointment – 2 hours
- Key left for access

Items Needing Repair – *Be Specific*

Date of Completion/Homeowner Initials

Items Needing Repair – <i>Be Specific</i>	Date of Completion/Homeowner Initials
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**Mail Warranty to:** Attn: Warranty Service Department  
Empire Homes  
P.O. BOX 91322  
Sioux Falls, SD 57109

**Email Warranty to:** [Warranty@empirehomesllc.com](mailto:Warranty@empirehomesllc.com)