



WARRANTY REQUEST & SUBCONTRACTOR COMPLETION VERIFICATION

This document shall serve as notification of a warranty request. The details of this request are contained below.

The initial investigation must be made within 48 hours of receipt of this document. The repairs (unless marked as an Emergency) must be made within 5 days of receipt of this document. Documents marked as emergencies must be responded to the same business day.

Upon completion of the work, the Subcontractor should call (704) 309-5463 to request a Field Inspection.

At the same time, this completed form should be signed and forwarded to: dreep@hendrickconstruction.com or faxed to (704) 887-0281 with the appropriate completed photos.

PART 1 OF 2 – PROJECT SITE TO PERFORM WARRANTY ITEM

Project and Location		
Property Owner or Property Manager Contact Information		
Comments/Notes		

WARRANTY ITEM

Location of Warranty Item and Description:

PART 2 OF 2 – WARRANTY REQUEST, CONTACT INFORMATION

Paste, Affix, Insert or Post picture of completed item(s) below. ATTACH or SEND additional photos to:
Dan Reep at dreep@hendrickconstruction.com and vkoppe@hendrickconstruction.com

VERIFIES WORK COMPLETE:

Subcontractor Signature _____ Date COMPLETED _____

HCI Verification _____ Date REVIEWED _____