Caliber Homes Warranty Service Request	
Date:	-
Contractor:	
Contractor Email:	CLOSING DATE:
Project/Lot #	Subdivision:
Address:	
Homeowner:	
Homeowner Contact #	Homeowner Email:
Warranty Work to Be Performed	

Before placing a request for service work, please refer to the Builder Warranty section of this Guidebook for specific warranty coverage information. Place your Customer Service Request in the following ways: Email your request to gmunaco@calibercustomhomes.com "WARRANTY" heading and the Warranty Service Request form, complete the Warranty Service Request form found on the next page or fax it to 586-630-3039

The only way to initiate warranty work is to send in a Warranty Service Request by e-mail or fax. By placing your request in writing and in your own words, you ensure we do our work efficiently, thoroughly and as promptly as possible. Sending in your Warranty Service Request will start Caliber's warranty service process immediately

Common Builder Non-Warrantable Items

- Carpet fibers pulled up by vacuum.
- Matching of cabinets with the same wood species.
- Paint touch-ups not matching after repairs.
- Shrinkage cracks less than ¼" across concrete.
- Minor floor squeaks.
- Loose doorknobs, light bulbs, and smoke detector batteries.
- Cosmetic cracks in grout or drywall. (Cosmetic cracks are considered 1/16" or less.)
- Ice dams or icicles.
- Cleaning of gutters/downspouts, or drainage pipes.
- Downspout replacement due to loss or damage.
- Holes in screens from insects/animals.
- Vent covers that are lost, broken or damaged by animals.
- Damages caused by power outages, ie: power outage causing no power to operate
- High Winds Damage to shingles or siding from high winds/gusts or sustained winds of 60 miles
 per hour or more is not covered under warranty. Report any property damage from high
 winds/gusts to your insurance carrier immediately.

Appointments for service work are scheduled Monday through Friday from 8:00 a.m. to 5:00 p.m. Remember, warranty work often involves contractors who only work during normal business hours

Semi-Annual Checklist

Please use this list to perform routine maintenance checks and repairs to your home. Routine maintenance is the responsibility of the homeowner. In addition to this list please refer to the "Your New Home and How To Take Care Of It".

Spring/Summer

- Clean condensate lines.
- Check ceramic tile and reseal/re-grout as needed. Check granite counter tops and reseal as needed.
 Adjust and clean door thresholds.
- Check weather-stripping and sweeps, replace as needed. Clean all window tracks especially the
 egress windows.
- Inspect all doors for proper operation. Tighten any loose doorknobs.
- Clean weep holes on all windows and door sliders. Caulk/paint exterior trim as needed.
- Test the air conditioner- have a trial run early in the spring. Caulk around all windows, doors, countertops, sinks as needed.
- Shut-off outside spigot and turn on supply line in house to use for outside water. Inspect the roof for snow/ice damage- repair as required.
- Test the smoke detector for proper operation by removing battery and testing battery for strength.
 Before reinstalling depress test button to reset detector and then reinstall battery.
- Clean and wax cabinets. This will prevent the wood from warping, cracking, and drying out.
- Check and clean dryer vents and the vent duct to remove any lint or obstructions, which could spark a fire or trap moisture that could promote mold growth.
- When using a humidifier, follow the recommendations as set by the manufacturer. Settings will change as the weather fluctuates.
- Adjust the registers for cooling on two story homes. Because warm air rises, close registers on the 1st floor and open registers on the 2nd floor. This will allow the cold air coming out on the 2nd floor to sink to the 1st floor.
- Check alignment of gutters and downspouts to ensure water is properly diverted away from the home.

Monthly

- Check the garage door safety mechanism.
- Clean/replace furnace filters. It is important this be done monthly.
- A dirty furnace filter can cause damage to your furnace/HVAC unit and any damages incurred are not covered under warranty.

Fall/Winter

- Remove hoses from all outdoor spigots and shut off supply to and drain spigot. Clean gutters.
- Adjust and clean door thresholds.
- Check weather-stripping and sweeps on doors and replace as needed. Caulk/paint exterior trim as needed.
- Caulk tubs, showers and sinks.
- Check ceramic tile- seal/re-grout as needed. Test the furnace- have a trial run early in the Fall.
- Caulk around all windows, doors, countertops, sinks as needed. Inspect fireplace.
- Clean and wax cabinets. This will prevent warping, cracking and drying out of the wood.
- When using a humidifier, follow the recommendations as set by the manufacturer. Settings will change as the weather fluctuates.
- Adjust the registers for heating on two story homes. Because warm air rises, open registers on the 1st floor and close or partially close registers on the 2nd floor. This will allow the warm air coming out on the 1st floor to rise to the 2nd floor and distribute the heat evenly throughout your home.
- Check alignment of gutters, downspouts and splash blocks to ensure water is properly diverted away from the home.

Monthly

- Check the garage door safety mechanism.
- Clean/replace furnace filters. It is important this be done monthly.
- A dirty furnace filter can cause damage to your furnace/HVAC unit and any damages incurred are not covered under warranty.
- GFCI electrical outlets should be tested.