



# Customer Service Form

## Lakehouse Cove at Waterside

Regional Office 6901 Professional Parkway East, Suite 100, Sarasota, FL 34240

**For assistance during business hours:**  
 Phone # 941-907-9799

**Website:**  
 www.homesbytowne.com

**After hours, weekends or holidays:**

**EMERGENCY CONTACT**  
 941-907-9799

### REQUEST FOR CUSTOMER CARE OR LIMITED WARRANTY SERVICE

Home Owner: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Today's Date: \_\_\_\_\_  
 Lot Number: \_\_\_\_\_

Home Phone: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_  
 Closing Date: \_\_\_\_\_  
 Neighborhood: \_\_\_\_\_

**Brief description of work requested:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**SAMPLE**

**Instruction Use Only**

Request received by (Individual): \_\_\_\_\_ Date: \_\_\_\_\_

Completion of all items confirmed  
 by (Customer Care Individual): \_\_\_\_\_ Date: \_\_\_\_\_

Owner Acknowledgement of  
 Satisfactory Completion: \_\_\_\_\_ Date: \_\_\_\_\_