



CUSTOMER SERVICE REQUEST

1620 N. Carpenter Road Bldg. B
 Modesto, CA 95351
 OFFICE: (209) 526-8242
 FAX: (209) 571-9409
 CUSTOMER SERVICE:
 (209) 571-9400
 customerservice@bright-homes.com

Date: _____ Community: _____
 Homeowner Name(s): _____
 Address: _____
 Home Phone: _____ Cell Phone(s): (Mr.) _____ (Ms.) _____
 E-mail Address: _____
 Best time to be reached: _____
 Specific Instructions: _____

INSTRUCTIONS

Please fill out the form in the space provided above, showing telephone numbers and the hours you can be reached. Please be sure to include any instructions specific to your home, **list specific instructions above.**

After completing the form, please mail or fax to the attention of the **Customer Service Department** at Bright Homes. If you should have an emergency, please call Customer Service at (209) 526-8242. Unless it is an emergency, repairs and service work will be completed during normal business hours, 7:30am – 4:30pm Monday through Friday.

Thank you!

ITEM	HOMEOWNER DESCRIPTION OF ITEM IN NEED OF SERVICE	BRIGHT HOMES CUSTOMER SERVICE INSPECTION NOTES
1		Job#
		COE:
2		
3		
4		
5		
6		

 Signature of Customer Service Representative Completing the Inspection

 Date

 Homeowner(s) Signature

 Date