

<b>FOR OFFICE USE ONLY</b>	Registration Number	
	Claim Number	

## Attention

The conciliation process starts with this formal request and a non-refundable fee in the amount described in your policy. Once Progressive Home Warranty Ltd. receives your request, we will review and respond within two business days. All correspondence will be copied and distributed to both the Homeowner and Home Builder. If you are unclear on this process, please contact a Client Solutions representative from Progressive Home Warranty.

## Warranty Information

Civic Address:

City / Province:

Postal Code:

Builder:

Registration Number:

Effective Date:

## Homeowner Information

Name:

Phone:

Mailing Address  
(If different from above):

E-Mail:

City / Province:

Postal Code:

## Request Information

Date Requested

Reported by:

Is there a hold back?

Reason For Request:

YES NO

Amount:

Is the hold back in trust?

YES NO

Please attach a separate deficiency list if you require more space to write.

## Help Guide

Have you submitted a  
Completion Certificate?



Have you contacted your  
Home Builder regarding the  
deficiency list?



Complete this form in detail.



Attach a non-refundable  
cheque, and send to PHW.

## Submit To:

Progressive Home Warranty  
325 Carleton Dr  
St Albert, AB T8N 7L1

Phone: 780-470-4663  
Fax: 780-470-4664  
Toll Free: 1-800-996-9776

# IT'S WHO WE ARE