



REPAIR / MAINTENANCE REQUEST FORM

**Please fill out this request form and email to customerservice@synergywd.com.

**Attach pictures of the units that you are requesting service for

Date: _____

CLIENT INFORMATION	
Name:	Company:
Street:	City:
Province/State:	Postal/ZIP:
Phone #:	Email:

ORDER INFORMATION	
Order #:	Builder Name:
Date of Install:	Product Type: ☐ Window ☐ Door ☐ Lift & Slide

PRODUCTS NEEDING REPAIR / MAINTENANCE				
Product Type	Room Location	Floor #	Elevation Side	Details of Work Requested

Email completed form to customerservice@synergywd.com.

Response times may vary. Typically, we will contact you within 1 business day.