

**APPENDIX E: Notice of Claim and Demand for Major Structural Defects for Claims in Years 3-10**

**STATE OF NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**  
**Division of Codes and Standards New Home Warranty Program**  
**101 South Broad Street**  
**P.O. Box 805**  
**Trenton, New Jersey 08625**  
**Phone: (609) 984-7905 Fax: (609) 292-2839**  
**Email: [NHWClaims@dca.nj.gov](mailto:NHWClaims@dca.nj.gov)**

**1. OWNER INFORMATION**

Owner Name(s): \_\_\_\_\_

Owner Property Address: \_\_\_\_\_  
\_\_\_\_\_

Lot Number: \_\_\_\_\_ Block Number: \_\_\_\_\_

Name of Development (If applicable): \_\_\_\_\_

Building number: \_\_\_\_\_ Unit number: \_\_\_\_\_

Owner telephone number: \_\_\_\_\_

Owner email address: \_\_\_\_\_

**2. WARRANTY INFORMATION**

Effective Date of Warranty Coverage: \_\_\_\_\_  
(month/day/year)

Certificate of Participation (Warranty) Number: \_\_\_\_\_

Date of Written Notification of Defect(s) to the Builder: \_\_\_\_\_  
(month/day/year)

**3. MAJOR STRUCTURAL DEFECT**

**During years 3-10, there is no coverage on mechanical, electrical or plumbing systems, appliances, fixtures, and equipment or the Performance Standards specified in Appendix B of your new home warranty booklet, unless otherwise specified.**

Describe what you consider to be a major structural defect in your home. Attach any professional reports, engineering studies, photos, or similar documentation to support your request.

**IMPORTANT PAYMENT NOTICE**

**THE NEW HOME WARRANTY PROGRAM CANNOT REIMBURSE HOMEOWNERS FOR REPAIRS THAT HAVE ALREADY BEEN MADE. PROGRAM STAFF MUST FIRST INSPECT THE HOME TO DETERMINE IF A WARRANTY DEFECT EXISTS. THEREFORE, IF YOU MAKE REPAIRS WITHOUT WRITTEN AUTHORIZATION FROM THE NEW HOME WARRANTY PROGRAM, OR FAIL TO FOLLOW PAYMENT PROCESSES ESTABLISHED BY PROGRAM, YOU WILL NOT BE REMIBURSED FOR YOUR EXPENSES.**

**SINCE THE STATE OF NEW JERSEY NEW HOME WARRANTY PROGRAM IS NOT THE WARRANTOR OF YOUR HOME DURING THE FIRST TWO (2) YEARS OF COVERAGE, THE PROGRAM CANNOT AUTHORIZE EMERGENCY REPAIRS. SEE "EMERGENCIES AND TEMPORARY REPAIRS" IN YOUR NEW HOME WARRANTY BOOKLET.**

**4. DISCLOSURE STATEMENT**

(The following information must be furnished to process this request)

1. Are there any lawsuits, liens, judgments, and/or class action lawsuits pending, filed, settled, or dismissed between you and your builder?       Yes       No
  
2. Are funds presently being withheld from the Builder for incomplete work and/or for failure to correct items of defect?       Yes       No
  
3. If yes, state the dollar amount: \_\_\_\_\_  
and submit a copy of any escrow agreement or other applicable documentation.

I the above named homeowner(s) am filing a claim for major structural defect(s) in my home. I certify that the information provided in the Disclosure Statement above is truthful and accurate, and I understand that failure to disclose material information will result in the Program closing the claim and not being liable for further payment, reimbursements, and/or repairs.

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date (month/day/year)

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date (month/day/year)

**Once you complete this form, you may email it, or mail it to the address or email address listed on the top of page 1, along with a copy of any Notice you may have sent to your builder listing the possible major structural defects in your new home, any written response from the builder, any escrow agreements, copies of lawsuits or similar information.**