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998 W. Washington / Building 36  
Tempe, AZ 85281



Mailing Address:  
P.O. Box 52025 Mail Station XCT330  
Phoenix, AZ 85072-2025

Homebuilder Management Center (HMC)

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## HMC Customer-Initiated Design Change Request

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Instructions:

1. Design change requests must be made by an authorized agent of the customer.
2. Please submit one change request form per job.
3. Changes will be considered on a line-item basis. Please number the line items requested.
4. Change requests need to be approved by an SRP Design Supervisor.
5. Approved changes will likely incur additional fees.

SRP Job Number: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Requestor Name/Title: \_\_\_\_\_

Requestor E-mail/phone: \_\_\_\_\_

Description of the change(s) requested:

Change Request Approved by: \_\_\_\_\_ Date: \_\_\_\_\_