



## Vacation Notification Form

**By filling this form out, you are requesting to place your escrow items on hold until you can return from vacation. If you have any questions, please visit our website for more information. In order to process your request, please fax or email your request 10 or more business days before leaving.**

Today's Date: \_\_\_\_\_

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

Community: \_\_\_\_\_

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

Address: \_\_\_\_\_

Date Leaving: \_\_\_\_\_

Date Returning: \_\_\_\_\_

I fully understand that by placing my escrow items on hold this may delay the completion of these items.

Homeowner's Signature: \_\_\_\_\_

Please fax this form to:

Attention: Customer Care @ 1-866-581-9297

You can also email the form to [service@allenedwin.com](mailto:service@allenedwin.com)

Please keep your fax or email confirmation for your records. Thank you.