

RESIDENT COMMUNICATION FORM

If for any reason you need to communicate with Community Management about maintenance problems, Community Rules and Regulations, your neighbors, or the overall operation of the Community, please fill out this form and return it to the Community office.

Please discuss the nature of the problem below. If the problem is maintenance related, please draw a diagram or sketch if it will assist in locating or understanding the problem. Also, if applicable, list dates and approximate times, when the problem occurred.

Date: _____

Please Check One:

Maintenance & Repair

Management

Other

Name: _____ Site#: _____ Phone#: _____

Address: _____ City/State: _____

PROBLEM: _____

Resident's Signature

Resolution:

Community Manager

Date