

# ATTENTION: Board Of Directors, White Barn Homeowners Association

\_\_\_ Suggestion \_\_\_ Concern \_\_\_ Violation Report

Please Indicate: \_\_\_ 1<sup>st</sup> Report \_\_\_ 2<sup>nd</sup> Report \_\_\_ 3<sup>rd</sup> Report \_\_\_ Other

All communication except for True Emergencies must be submitted to the Board in writing. Emergencies such as water lines, broken sprinkler heads, etc. may be called in and verbally accepted by Board members.

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Your Phone #: \_\_\_\_\_

Your White Barn Address: \_\_\_\_\_

Your Mailing Address: \_\_\_\_\_

Please list SPECIFICS regarding the information you are reporting or requesting, i.e.; date, time, location, who, what, where, when, why, etc. Attach additional sheets or photos if necessary.

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Homeowners Signature: \_\_\_\_\_ Date: \_\_\_\_\_

In the event the desired outcome of what you are reporting is not achieved after reasonable time, RESUBMIT especially when reporting violation. The Board must follow the laws of due process, which takes time and continued communication from the reporting homeowners.

### For Office Use Only

Follow Up: \_\_\_\_\_

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Complete Date: \_\_\_\_\_ By: \_\_\_\_\_