

## RESIDENT COMPLAINT FORM

While we are attempting to ensure a harmonious community atmosphere, sometimes incidents occur which infringe on your enjoyment of the park.

In order to remedy the situation when appropriate, we request all complaints and/or suggestions be submitted to the Board of Directors in writing.

### TYPE OF COMPLAINT

Park Residents/Neighbors

Park Employees

Other \_\_\_\_\_

### **If against Employee or another Resident:**

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

Employee Position or Space #: \_\_\_\_\_

**Detail of the incident or complaint:**  
(specify, date, time & place)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **What action do you think is appropriate?**

\_\_\_\_\_  
\_\_\_\_\_

If there are repeated complaints against any one resident/employee, in extreme cases, eviction/termination proceedings may be initiated against the offending park resident/employee. In compliance with California law, it may be necessary to use this complaint form for documentation purposes. Consequently, we cannot insure complete confidentiality.

\_\_\_\_\_  
Please Print Your Name(s)

\_\_\_\_\_  
Space #

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
Date

Office Use ONLY - DISPOSITION \_\_\_\_\_  
\_\_\_\_\_

**Cc: All Board Members and ALL Files**