**COMMUNITY RULES CONCERN FORM**

Working together, we can make your community all it can be. If you have any feedback that will help our community or you have a concern or noticed a violation that you feel needs attention, please fill out and return the attached form. This form is designed to bring issues and concerns to the attention of the management company and the Board of Directors.

Owner Name: Phone #:

Property Address:

Email Address:

Please include specific information describing your concern, including dates and location of concern. If the concern involves a vehicle please provide type, license plate number and color.

Practical resolution to concern or issue:

**The Reporting Process**

To report a possible violation of the Association’s governing documents, please complete the above form and return via mail, fax or email to: Community Association Partners, LLC, PO Box 2429, Beaverton, OR 97075, fax 503-546-3401 or email to [info@capartners.net](mailto:info@capartners.net). Your concern will be reviewed by both the management company and the Board of Directors. Should they determine this issue to be a violation of the CC&R’s, a violation letter will be mailed to the appropriate party.

ALL COMPLAINTS WILL BE ANONYMOUS AND CONFIDENTIAL. OREGON LAW REQUIRES THAT OWNERS BE GIVEN THE RIGHT TO BE HEARD PRIOR TO ANY FINE BEING ASSESSED AGAINST THEM.

DATE RECEIVED: BOARD REVIEWED: LETTER SENT: