

The Vale Homeowner Complaint Form:

**Homeowner registering the complaint**

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

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

Contact Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

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**Complaint Details**

Date of Complaint: \_\_\_\_\_

Description of the issue:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Location of the issue (if applicable): \_\_\_\_\_

Any relevant Documents or Evidence (include as email attachment if possible):

\_\_\_\_\_

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**Resolution Sought**

What action do you want taken?

\_\_\_\_\_

Any specific outcome you are hoping for?

\_\_\_\_\_

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**Acknowledgement**

Signature of Homeowner: \_\_\_\_\_

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

Received by: \_\_\_\_\_

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

Presented to POA Board Date: \_\_\_\_\_