

ALTA SIERRA PROPERTY OWNERS ASSOCIATION
POLICY STATEMENT #5 – COMMUNITY STANDARDS COMPLAINTS

Complaint Form

Conditions, CC&R's or Non-Compliance of County Ordinances

Mail to: ASPOA
P.O.Box 2133
Grass Valley, CA 95945

Date: _____

A formal complaint should be submitted after reasonable attempts to correct the situation were unsuccessful.

This complaint pertains to:

- | | | |
|----------------------------------|----------------------------------|--------------------------------------|
| <input type="checkbox"/> CC&R's | <input type="checkbox"/> Roads | <input type="checkbox"/> Nuisance |
| <input type="checkbox"/> Traffic | <input type="checkbox"/> Burning | <input type="checkbox"/> Other _____ |
- (describe)

PERSON OR AGENCY ABOUT WHICH COMPLAINT IS MADE:

Name: _____ Agency: _____

Address: _____

Phone: _____

My Complaint is: (Be as concise as possible, providing dates, times, locations and incidences that apply to your complaint. Cite specific instances as opposed to broad generalities. Attach any photographs, correspondence or documentation which supports the complaint. Use additional sheets if necessary.)

Your identity in filing this complaint will be kept confidential

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List persons or agencies you have contacted about this matter and others who may have pertinent information about it.

Describe the action you would like ASPOA to take:

Are you a member of ASPOA? Yes No

Your name & address (It is essential that ASPOA have this information in order to assist you.)

Name _____ Phone _____

Address _____

City _____ State _____ ZIP _____ Signature _____

ASPOA will promptly acknowledge receipt of all complaints

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For use by ASPOA

Date complaint received _____

Complaint to be handled by _____

Complainant contacted by Phone Letter on _____