

AOAO Mauna Kai at Princeville
House Rules Violation Complaint Form

Civil Behavior:

Owners, residents, and guests at Mauna Kai have a reasonable expectation of being treated with respect and kindness while they are here. If you witness behavior that is not in compliance with the house rules, and wish to report such behavior, you may tell the Site Manager directly, or complete and send this form.

Mauna Kai staff (currently Gardeners and the Handyman), and Contractors are overseen by the site manager, and complaints about their conduct should be relayed directly to him. Complaints about the Site Manager should be addressed to the Board of Directors.

Once you have filled in this form in its entirety, you may print and hand deliver to the site manager, save and email to MKRESMGR@GMAIL.COM, or place it in the suggestion box by the mailboxes. If you include your contact info., the Site Manager may contact you for additional details, and inform you what actions were taken.

Date of event: _____

COMPLAINANT INFORMATION: (Association Member filing complaint)

Name: _____

Unit #: _____

Phone: _____

DEFENDANT INFORMATION: (Alleged violator, as much as known)

Name: _____

Unit #: _____

Phone: _____

VIOLATION: The nature and date of the alleged violation, and a description of the factual basis of the complaint-Who What Where When? You may continue on the back or attach any additional documentation.

HOUSE RULE VIOLATED: State the specific House or Association Rule violated and how it was broken

WITNESSES(If any): Name, Address, and Phone:
