

EXHIBIT A

COMPLAINT FORM

All Complaints from owners or occupants regarding alleged violations of the Virginia Property Owners Association Act, the Declaration, By-laws, Architectural Guidelines, and Rules and Regulations of the Wolftrap Meadows Homeowners Association must be in writing, dated and signed by the complaining party. This form is to be used for that purpose.

TO: Board of Directors
Wolftrap Meadows Homeowners Association, Inc.
Post Office Box 1620
Vienna, Virginia 22180

SUBJECT: Alleged Violation of the Virginia Property Owners Association Act, Declaration, By-laws, Architectural Guidelines, or Rules and Regulations of the Wolftrap Meadows Homeowners Association

Nature of alleged violation (Use your own words and describe in detail):

Time and date alleged violation occurred:

Is the alleged violator known by you? (If known, give name and address. If unknown, describe person or persons involved):

Describe any adverse effect on your rights as an owner/occupant cause by the alleged violation:

Is the alleged violation of a continuing nature? (If "yes" give details. When did it start? How long does it occur? Is it a certain time of day? etc.):

Are there any witnesses? (If "yes" give name and address):

Signed – Owner/Occupant

Address and Lot Number

Date