

Westshore Park Homeowners Association

HOA Repair Request Form

Property Owner

Name		
Date		
Unit Number		
Describe Needed Repairs		
Review the attached HOA & Unit Owners Responsibilities Appendix to determine if the repairs are the responsibility of the Homeowners Association. What Item Number do you believe supports the position that the Homeowners Association is responsible.		
Item Number		

HOA Board of Directors - Building & Grounds Committee

Date Reviewed			
Request Denial Reason			
Request Approval Date			
Date Homeowner Updated			
Repair Bid(s)	#1	#2	
Vendors			
Total Cost			
Notes			
Date of Repair Contract			
Board Review of Repair Date			
Vendor Payment Date			