

## Section 4 – CRHOA Rules and Regulations

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### CRHOA – General Purpose Complaint Form

**All complaints are kept confidential**

Date of Report: \_\_\_\_\_

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

Location: Park\_\_\_ Private Property\_\_\_ Townhouse Area\_\_\_ Tennis Courts\_\_\_ Other \_\_\_\_\_

Type of Complaint: Animal: \_\_\_\_\_ Property: \_\_\_\_\_ Vehicle: \_\_\_\_\_ Personal: \_\_\_\_\_ Other: \_\_\_\_\_

Complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is this a recurring complaint? If yes, please describe:

\_\_\_\_\_  
\_\_\_\_\_

If an animal, please describe the animal and list owner's name if available.

\_\_\_\_\_  
\_\_\_\_\_

If a vehicle, please list the vehicle license plate and owner's name and address, if known.

\_\_\_\_\_  
\_\_\_\_\_

Member Submitting Complaint Form (will be treated as confidential)

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

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

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Deposit this form in the CRHOA Drop Box in the Clubhouse entrance. The Board will contact you if more information is needed and will inform you within 30 days of receipt of the complaint regarding the actions taken in response to your report. The Board of Trustees will not engage in nor consider complaints of criminal and/or civil actions between member(s) and/or tenants and/or guests of Clipper Ridge. Such activities are the responsibility of the member(s) and/or tenants and should be brought forward by the member(s) and/or tenants to the attention of the proper parties and/or authorities.