



The Mountain Park Ranch Homeowners' Association

Received Date _____

Account # _____ (office use)

HOMEOWNER'S REQUEST FOR VIOLATION APPEAL

If you wish to Appeal a **Violation Notice**, you must first complete this form and return it to the Association Office no later than one week prior to the next scheduled Board of Directors meeting. The next scheduled meeting is _____ **AT 6:00PM**. Your completed Violation Appeal Form will be sent directly to the Board for their consideration.

- (1) You are welcome to attend the Board meeting. If you attend the Board meeting, you will be asked to restrict your comments to five (5) minutes, so you will want to be prepared. Supporting printed material is encouraged and can be attached to this Form.
- (2) The Board and Staff will only respond to Members who have submitted written requests, using this Form.
- (3) Because the Board is charged with the duty of acting responsibly, your issue may require study and investigation. Your comment period is for information only and the Board (or ARC) MAY NOT take action at that time. If additional information is needed for more clarification, we will contact you.

DATE _____ NAME _____

ADDRESS _____

PHONE NUMBER _____ E-MAIL ADDRESS _____

REQUEST TO BE DISCUSSED:

REASON FOR APPEAL: (I.E. ANY NEW INFORMATION NOT PREVIOUSLY PRESENTED)

Approved _____ Denied _____
(circle one above)

Request Reviewed By: Board of Directors _____

cc: File

Determination: _____

Rev: 4/23/08
