

FORMAL COMPLAINT OF COMMUNITY DOCUMENT INFRACTION

Due to the below state requirements, infractions which are witnessed by anyone other than the management representative during a community visit need to be submitted by using this Formal Complaint Form.

Arizona Revised Statutes §33-1803 for Planned Communities and §33-1242 for Condominiums allow a member in receipt of a violation notice to request information regarding said notice from the association. The members request for information must be sent in writing, by certified mail, within 21 business days after the date of the notice. Within 10 business days of receiving such notice, the association must respond to the member with a written explanation of the notice, providing at least the following information:

1. Provision of the community documents that has allegedly been violated.
2. The date of the violation or the date the violation was observed.
3. The first and last name of the person or persons who observed the violation.
4. The process the member must follow to contest the notice.

Association Name: _____

Address of property in violation: _____

Date & time violation was observed: _____

Detailed explanation of complaint/infraction: _____

Name of party reporting: _____

Print Name

Signature

Address of party reporting: _____

Date: ____/____/____

Return completed and signed form to Trestle Management Group, LLC at: 450 N. Dobson Road, Suite #201, Mesa, Arizona 85201 or email to: info@trestlemanagement.com.