



Properly handling your complaint is very important to us. In order to proceed we will need some essential information. Please fill in form, sign it, and submit to KristaPowers@towneproperties.com.

(use back of page if needed- just make sure to scan both sides)

Nature of Complaint (animal, noise, etc.): _____

Location: _____ Number Occurrences: _____

Date(s) Time(s) of Violation: _____

Name of Offender (if known): _____

Other details. Be specific please: _____

Was any attempt made to resolve this problem (circle one): Yes No

If "Yes", what action did you take and what were the results? _____

Your name / Condo unit (please print)

Signature required

RECEIVED BY ASSOCIATION BY: _____ Date: _____

Manager or Other

Disposition: _____

In the event of an enforcement assessment hearing, or court hearing, copies of complaints and the complaining party identity will be made available to the alleged violator.

Thank you for helping to keep the McAlpin a great community to live in or move to.

Additional Comments