ATTACHMENT 3 – COMPLAINT FORM

Download this form to your computer, fill it out, save it, and then email the completed form to the community manager listed in Attachment 1.

Petitioner(s) (*Person(s) making the complaint*) **Information**

Full name of person making complaint (Petitioner):	sdsdfd
Petitioner Street Address:	
Petitioner Telephone Number:	
Complainant Email Address:	

Responder(s) (*Person(s) the complaint is against*) **Information**

Full name of person or persons accused of violating an ESBC governing document (Responder):	
Responder Street Address:	
Responder Telephone Number (If known):	
Responder Email Address (If known):	

Specifics of the Complaint

Which elements of the governing documents (Declarations, By-Laws, Articles of Incorporation) have allegedly been violated?	

Specific facts that support the allegation that the Governing Documents have been violated. Make sure to address the following questions:	
When did the violation(s) occur?	
How many times has the alleged violation(s) occurred (including dates and times)?	
How long has the alleged violation(s) occurred?	
Are there supporting documents of images to back up the allegation that a violation has occurred? (Please also provide the supporting documents or images with your complaint).	

Have you contacted the respondent directly to try to get them to address the alleged violation? If so, when did that contact occur and what happened because of that contact?	

To the best of your knowledge are there any legal actions pending associated with the alleged violation(s)? (Please provide information about any legal actions you are aware of).		
Signature *(Type your name on line above)*		Date