

NORTHTOWN HOMEOWNERS ASSOCIATION, Inc.

REQUEST for COMPLIANCE

Revised 09/08/2015

The undersigned lot owner requests that the Association research a possible violation of our community documents and/or standards indicated. If an enforceable violation is confirmed, compliance with procedures for enforcement is required. [Filed against the Association itself for non-enforcement; not against individual owner.]

An EXAMPLE of Possible Violation is located at: (Please Print - Use back of form for continuation)

ADDRESS: \_\_\_\_\_ or LOT#: \_\_\_\_\_

Below, please cite the reference; of either an Arizona state statute, city or county code, or the Northtown Charter, CC&R, Bylaw (Article/Section #) or Rule # you believe is being violated. (Only ONE violation per form. Please print):

\_\_\_\_\_

(Please Print) Your NAME: \_\_\_\_\_

Your ADDRESS \_\_\_\_\_ LOT#: \_\_\_\_\_

PHONE #: \_\_\_\_\_ Email: \_\_\_\_\_

By my signature below, I certify that I have observed the above and waive enforcement rights for 30 days from the HOA's receiving this Request in favor of the Board's obligation to do so.

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

[Requests must be signed and will be held subject to Northtown's Privacy & Non-Disclosure Policy.]

----- Area below for Board Use Only -----

Received: DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ Acknowledgement delivered/sent on: DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

By: \_\_\_\_\_ Via: Drop-Off / Fax / Email / USPS By: \_\_\_\_\_

Board Actions: Check appropriate boxes below: [ Use back of form for notes.]

A. [ ] NO VIOLATION observed - or - B. [ ] Witness deposition required [ ] deposition signed & dated. (go to 3) or

2. [ ] Confirmed VIOLATION / Witnessed by \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_ (...continue with 3 & 4 below:) ( Director or Committee Member )

3. [ ] All lots surveyed for similar infraction; and 4. [ ] 1st Notice(s) Written & Mailed by Office.

Closed: [ ] Submitting owner notified of resolution using same method as circled for Received ...

Delivered/sent By: \_\_\_\_\_ on: DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ ( Board Officer's Signature )

Log # \_\_\_\_\_

Notice: Requests for Compliance receipts & resolutions are to be reported at the next Regular Board Meeting.