

**BRISA DEL MAR COMMUNITY ASSOCIATION
RULES AND REGULATIONS COMPLAINT FORM**

To: Board of Directors, Brisa del Mar Community Association

Subject: Report of Violation of Association Documents / Request for Enforcement

Based on my personal observations, I report the following alleged violation and request appropriate investigation and Board action to enforce the provisions contained within the CC&R's or rules and regulations within the Association. I understand that my name and address may not be kept confidential as the party in question has the legal right to question the nature of this complaint. I further understand submission for the complaint requires 2 homeowner signatures, and cannot be from the same household, or submission of complaint can be submitted with one homeowner signature along with a photo showing the violation. This form must be completed in its entirety.

From: _____

Address: _____

Phone Number: _____

Date: _____ Signature: _____

Second Witness (Must reside in a separate home from reporting party)

Name: _____

Address and Phone Number: _____

Date: _____ Signature: _____

Property address of alleged violation: _____

Rule (Title and Section)	Specific description of violation (include dates and times, any actions taken by you or other neighbors to notify property homeowner/resident, and what action is necessary for property homeowner to comply with the Association documents)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please mail form to: Brisa del Mar Community Association
c/o Dana Pacific Management Services
32565 Golden Lantern #B370
Dana Point, CA 92629

