

# *The Greens Homeowners Association*

P.O. Box 37020 \* Tucson, AZ 85704

[www.the-greens-hoa.com](http://www.the-greens-hoa.com)

## **INSTRUCTIONS FOR ASSOCIATION MEMBER COMPLAINT DECLARATION FORM**

The Association Member Complaint Declaration Form should be used for complaints between neighbors. (Homeowners don't need to fill out this form for violations of the CCR's. Instead, the violations of CCR's should be reported directly to Stratford Management.)

Per Arizona law a homeowner complaint with the HOA must be signed by the homeowner making the complaint. If the property owner allegedly in violation asks the HOA must tell them who filed the complaint.

Print out the Complaint Declaration form, fill it out completely. and sign the form. (**The form MUST be signed!**) The form then should be sent via email or mail to Helen Brown at Stratford Management.

## ASSOCIATION MEMBER COMPLAINT DECLARATION

Per Arizona law (A.R.S. § 33-1242 and A.R.S. § 33-1803) any complaint lodged with the Association related to a violation will NOT remain anonymous. The person complaining of the alleged violation must provide his/her first and last name, the date(s) the violation occurred and was observed, and a detailed description of the violation. This information, along with the provision of the Community Documents that was violated, will be sent to the party who is accused of the violation.

Address of the property allegedly in violation of the Association's Governing Documents:

Nature of the violation(s):

First and Last Name of person who observed the violation:

Date(s) the violation(s) were observed:

I have personal knowledge of the facts contained in this Declaration. I am competent to declare the facts contained in this Declaration. If requested, I agree to appear and testify in an adjudicatory proceeding to the facts contained in this Declaration. I further agree to appear and testify without being served with a subpoena.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number or other contact information

Return completed form to:

Association Name: \_\_\_\_\_

C/o Stratford Management  
P.O. Box 37020  
Tucson, AZ 85704  
Fax (520) 742-3053