Member Complaint/Concern Form

Glenhaven Lakes Club

This form is used to submit a formal complaint/concern regarding an alleged violation of the Association's rules, policies, regulations, guidelines, covenants, or bylaws.

1. Complainant Information

- **Name:**_____ **Date:**_____
- **Property Address:** _____
- **Phone Number:** _____
- **Email Address:** _____

Your information will be kept confidential to the extent permitted by law and Association policy.

2. Alleged Violator Information

- **Property Owner or Renter (if applicable) Name (if known):** _____
- **Property Address** _____

3. Details of the Alleged Violation/concern

- **Type of Violation/concern (check all that apply):**

☐ Noise nuisance
☐ Improper storage/parking of vehicles
☐ Architectural control (See GLC covenants)
☐ Land use (See GLC covenants)
☐ Pets
☐ Livestock
☐ Unkempt lot
☐ Refuse/garbage/junk
☐ Signs
☐ Other: _____

- **Date(s) of Occurrence:** _____
- **Time(s) of Occurrence:** _____
- **Location of Violation/concern:** _____

- **Description of Violation/concern (please be specific):**

_____
_____
_____
_____
_____
_____

4. Supporting Evidence

☐ Photos
☐ Videos
☐ Written statements
☐ Other: _____

Please attach copies. Do not submit original documents.

5. Prior Resolution Attempts

- Have you attempted to resolve this matter directly with the resident?
  ☐ Yes ☐ No

- If yes, please describe the outcome (optional):

6. Desired Outcome (optional)

Please describe what you believe would reasonably resolve this issue:

7. Acknowledgment and Signature

I certify that the information provided in this complaint/concern form is accurate and truthful to the best of my knowledge. I understand that the Association will review this complaint in accordance with its governing documents and applicable laws.

- **Signature:** _____
- **Printed Name:** _____
- **Date:** _____

Please Note: Glenhaven does not have the ability or authority to handle neighbor disputes or situations regarding loose, stray or barking dogs. Neighbor disputes are a civil matter that will need to be handled through the court system or the local Sheriff's department. Stray, loose, or barking dogs should be reported to the local Whatcom County Humane Society.