

**CLEARWATER FARMS PROPERTY OWNERS ASSOCIATION**  
**UNITS IV, V, VI, VII**  
**PO BOX 191**  
**WADDELL AZ 85355**  
**WWW.CLEARWATERFARMSPOA.COM**

**Complaint Form**

*Please complete this form to report concerns or alleged violations within the community. Scan and email to [Secretary@clearwaterfarmspoa.com](mailto:Secretary@clearwaterfarmspoa.com) or mail to address above.*

The Board of Directors will review the complaint at the next board meeting.

Incomplete forms will not be accepted.

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**Section 1: Complainant Information**

*(Please complete all applicable fields.)*

- **Full Name:** \_\_\_\_\_
- **Property Address:** \_\_\_\_\_
- **Mailing Address (if different):** \_\_\_\_\_
- **Phone Number:** \_\_\_\_\_
- **Email Address:** \_\_\_\_\_
- **Date of Submission:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

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**Section 2: Complaint Details**

- **Date(s) of Incident(s):** \_\_\_\_\_
- **Location of Incident (if applicable):** \_\_\_\_\_
- **Nature of Complaint\*: (Check all that apply)**
  - o \_\_\_\_ Noise Disturbance
  - o \_\_\_\_ Property Maintenance Violation
  - o \_\_\_\_ Common Area Issue
  - o \_\_\_\_ Pet Violation
  - o \_\_\_\_ Parking Violation
  - o \_\_\_\_ Safety Concern
  - o \_\_\_\_ Neighbor Dispute
  - o \_\_\_\_ Governance Concern

- o \_\_\_\_ Other (please specify): \_\_\_\_\_
- **Description of Complaint:**  
*(Please provide a detailed description of the issue, including dates, times, names of individuals involved, and any steps you have taken to resolve the matter prior to this complaint.)*

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- **Which rule or bylaw do you believe to be in violation?** *(Please refer to the Association rules and bylaws posted on the community website.)*

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- **What is your desired outcome?**

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### Section 3: Supporting Documentation

Please attach any relevant documents or evidence that support your complaint (photos, communications, notices, etc.).

- Documents Attached

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### Section 4: Previous Actions Taken

- **Have you previously addressed this issue with the involved party?**
  - o \_\_\_\_ Yes \_\_\_\_ No
  - o If yes, please describe the outcome:

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- **Have you contacted the POA board about this issue before?**

- o \_\_\_\_ Yes \_\_\_\_ No
- o If yes, please provide details:

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## **Section 5: Signature**

I hereby certify that the information provided above is true and accurate to the best of my knowledge. I understand that this complaint may be shared with the involved parties and that the Board will review and act upon it according to the POA's governing documents.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_