

# Rio Buena Vista HOA Complaint / Violation / Maint. Request Report

**Name and Address of Owner/Member Observing and Reporting Violation or Maintenance Request:**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Your Rio Buena Vista Address: \_\_\_\_\_

**Address of Property Allegedly in Violation of the Association's Governing Documents:**

Rio Buena Vista Address: \_\_\_\_\_

**Date(s) Violations Occurred / Observed:**

\_\_\_\_\_

**Description of the Violation:**

\_\_\_\_\_  
\_\_\_\_\_

**For Common Area Maintenance Requests only:**

List Area of Community such as Beach or Entrance: \_\_\_\_\_

Describe your observations of what requires attention in the Common Areas:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of the Owner/Member: \_\_\_\_\_ Date: \_\_\_\_\_

**Return this Form to:**  
Amy Telnes Management Services  
2563 N. Kiowa Blvd.  
Lake Havasu City, AZ 86403  
Office: (928) 505-1120  
Fax: (928) 505-8087  
Email: amytelnes@frontiernet.net