

# RULES REVIEW – COMPLAINT FORM

Year – Case#  
 \_\_\_\_\_ – \_\_\_\_\_



PLEASE PRINT

Email: [info@WoodburnEstatesGolf.com](mailto:info@WoodburnEstatesGolf.com)

Phone calls and verbal complaints can and often are misquoted or misinterpreted. Additional information such as photos may be attached. Applicants are to receive written notification of the Rules Committee decision or status of request within 30 days. \* Confidential does not apply if it goes to litigation.

Request by Member # \_\_\_\_\_ \*Confidential [yes / no] Date: \_\_\_\_\_  
 Request Name \_\_\_\_\_ Phone# \_\_\_\_\_  
 Request Address \_\_\_\_\_  
 Request – will you allow investigator(s) on your property to view the complaint [yes / no]

**Complaint:** Member # \_\_\_\_\_ Phone# \_\_\_\_\_ Attachments [yes / no]  
 Complaint Address: \_\_\_\_\_  
 County Title Address: \_\_\_\_\_  
 Name (if known): \_\_\_\_\_ Non-Owner [yes / no]  
 Problem Observed: Date \_\_\_\_\_ time \_\_\_\_\_ previously reported [yes / no]  
 Complaint Description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Assignment Member:** \_\_\_\_\_ Assigned date: \_\_\_\_\_  
 Date & Investigation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Rules Committee or Office**

- Sent violation letter: Date & why \_\_\_\_\_
- Sent certified letter: Date & why \_\_\_\_\_
- Sent to Code enforcement: Date & why \_\_\_\_\_
- Sent to Fire Dept. or Police: Date & why \_\_\_\_\_
- Attorney is working on case: Date \_\_\_\_\_ Attorney \_\_\_\_\_
- File violation in file: Date \_\_\_\_\_ by \_\_\_\_\_
- Closed: Date & why \_\_\_\_\_