

**PEACEFUL VALLEY PROPERTY OWNERS' ASSOCIATION  
ADMINISTRATION DEPARTMENT**

**FORMAL COMPLAINT FORM**

Date of Occurrence: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Complaint/Issue *(Be brief, but include time of day and any membership numbers involved.)*: \_\_\_\_\_

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Signed: \_\_\_\_\_  
*(Form must be signed for board to take action.)*

Membership Number: \_\_\_\_\_

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

Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

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BELOW LINE FOR OFFICE USE ONLY

Date Board Reviewed: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Action Taken: \_\_\_\_\_

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