



# Captain's Hill Homeowners Association

## RULES AND REGULATIONS COMPLAINT FORM

From (print): \_\_\_\_\_

Address (print): \_\_\_\_\_

Phone Number \_\_\_\_\_

Date: \_\_\_\_\_ Signature \_\_\_\_\_

Second Witness (Must reside in a separate home from reporting party)

Name (print) \_\_\_\_\_

Address and Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

To: Board of Directors, Captain's Hill Homeowners Association

Subject: Report of Violation of Association Documents / Request for Enforcement

Based on my personal observations, I report the following alleged violation and request appropriate investigation and Board action to enforce the provisions contained within the CC&R's or rules and regulations within the Association. I understand that my name and address may not be kept confidential as the party in question has the legal right to question the nature of this complaint.

Property address of alleged violation: \_\_\_\_\_

Rule (must include Title and Section)	Specific description of violation (include dates and times, any actions taken by you or other neighbors to notify property homeowner/resident, and what action is necessary for property homeowner to comply with the Association documents)
_____	_____
_____	_____
_____	_____
_____	_____

Send completed form to: **Captain's Dana Pacific Management Services**  
32565 Golden Lantern, #B370  
Dana Point, CA 92629  
[pbell@danapacificms.com](mailto:pbell@danapacificms.com)