

**DUNGENESS MEADOWS HOMEOWNERS' ASSOCIATION, INC.**

**MAINTENANCE REQUEST FORM**

*This form is for the use of members and residents to alert Maintenance of issues, needs or suggestions for the commons areas. This form is not for use in citing issues on private lots (Complaint Registration Form) or making general comments on the life or activities of the community (Suggestions & Comments Form). Note: requests from unidentified sources will not be considered.*

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

I request Maintenance to look at the following areas of the Meadows for these reasons:

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*(For Maintenance Use)*

**Logged Date:** \_\_\_\_\_ **Logged By:** \_\_\_\_\_

*Action/Dates:*

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*Date Completed:* \_\_\_\_\_ *Completed By:* \_\_\_\_\_