

**San Ignacio Heights, Inc  
P O Box 526  
Green Valley AZ 85622**

**Violation Complaint Form**

First and last names of person or persons who observed the violation:

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address of the Property allegedly in violation of the Associations Governing Documents:

\_\_\_\_\_

Date(s) the violation occurred: \_\_\_\_\_

Nature of the violation(s):

\_\_\_\_\_

\_\_\_\_\_

*Per Arizona law 206, A.R.S 33-1803 (planned communities), any complaint lodged with the Association will NOT remain anonymous. The person(s) complaining of the alleged violation must state his/her first and last name and this information will be sent to the party who is accused of the violation. Phone & email will be used by the Board for followup with the complainant.*

Although one observer may complain of a violation, it is recommended that there be at least two observers.

Signature of First Observer \_\_\_\_\_

Signature of Second Observer \_\_\_\_\_

Signature of Third Observer \_\_\_\_\_

Include all photos, tapes, and details (e.g., vehicle model, color , license number, location of violation, etc) with this form and forward to the appropriate committee or to a member of the Board of Directors as soon as possible.

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Date complaint form received by appropriate committee \_\_\_\_\_

Date complaint form received by Board of Directors \_\_\_\_\_

Date(s) of Committee/Board Inspection \_\_\_\_\_ Violation Yes/No

If violation is found, Attach Complaint Violation Checklist.

If no violation or if accommodation is made, state the observation or accommodation:

\_\_\_\_\_

\_\_\_\_\_

Date the Complainant is notified: \_\_\_\_\_

(VC 12/2023)