

Handling of Homeowner Complaints

The Community Association of Rancho del Cerro

Effective 9/21/06, per Arizona law (A.R.S. § 33-1242 and A.R.S. § 33-1803), any complaint lodged with the Association related to a violation will NOT remain anonymous. The person complaining of the alleged violation must provide his/her first and last name, the date(s) the violation occurred and was observed, and a detailed description of the violation. This information, along with the provision of the Community Documents that was violated, will be sent to the party who is accused of the violation.

Therefore, Member Complaints regarding violations of other Members will need to be in writing. An Association Member Complaint form has been created for this purpose.

There are generally two broad categories of member complaints:

1. Items that only the complaining member may see (e.g. something that is visible from their backyard).

- The complaint must be submitted to The Community Association of Rancho del Cerro in writing for action to be taken.

2. Items that can be seen by a normal inspection/site tour.

- The complaint must be submitted in writing. If submitted in writing, The Community Association of Rancho del Cerro will send a letter to the member who is allegedly in violation based on the written complaint received.

- If the member does not wish to put it in writing, we will open an Inspection Record so that particular item may be followed up on during the next regularly schedule site tour.

Send completed form to:

Ivan Whitney
4400 N Paseo de los Rancheros
Tucson, AZ 85745

ASSOCIATION MEMBER COMPLAINT DECLARATION

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Address of the property allegedly in violation of the Association' regulations:

Nature of the violation:

First and Last Name, Address and Phone number of the person who observed the violation:

Date(s) the violation(s) were observed:

I have personal knowledge of the facts contained in this Declaration. I am competent to declare the facts contained in this Declaration. If requested, I agree to appear and testify in an adjudicatory proceeding to the fact contained in this Declaration. I further agree to appear and testify without being served a subpoena.

Signature

Date

Address

Phone Number or Other Contact Information

The Community Association of Rancho del Cerro
Mail to: Ivan Whitney, 4400 N Paseo del los Rancheros, Tucson, AZ 85745