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## MEMBER MEDIATION FORM

As referred to in the Policy and Procedure Manual

The purpose of this form is to enable us to collect as much information as possible to enable us to provide a resolution to your concern. After completion, please submit this form and any attachments to the Manager either via email, mail or in person. The documents will be date and time stamped and then distributed to the appropriate parties for action.

Name: \_\_\_\_\_ Tract Number(s) \_\_\_\_\_

Mailing address:

\_\_\_\_\_  
\_\_\_\_\_

Email Address: \_\_\_\_\_

May we add this to our database?  Yes  No

Phone number for contact: \_\_\_\_\_

Does your concern relate to:  Roads  Fees  Deeds

Office Staff  Board of Directors  Other

Please provide written description of the concern. Printing or typing is preferred. Please use as many pages as necessary, attach any photographs, copies of deeds or other documentation to help us understand the concern.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date