

**UNIFORM COMPLAINT PROCEDURE FORM  
LACY HEIGHTS NEIGHBORHOOD ASSOCIATION**

*This form is to be completed by an Association member to request assistance from the LIINA Architecture Committee to resolve a complaint involving concerns on architectural issues against a neighbor. Of course the Committee prefers that neighbors discuss and try to settle any problems before bringing them to the Committee. Upon completion this form should be sent to the Lay Heights Neighborhood Association Architecture Committee. Any complaint received will be reviewed by the entire Committee..*

<b>Date Submitted:</b>		
<b>Applicant:</b>		
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Telephone:</b>		
<b>SUMMARY OF COMPLAINT (ie landscaping, fencing, additions, general maintenance, noise, cars/parking):</b>		
<b>DESCRIBE IN DETAIL THE ACTION YOU HAVE TAKEN TO RESOLVE THIS PROBLEM, IF ANY:</b>		
<b>WHAT WOULD YOU LIKE THE ARCHITECTURE COMMITTEE TO DO?</b>		
<b>RESPONSE NEEDED BY:</b>		
<b>SIGNATURE:</b>		