

**THE WATERFRONT AT JUNO BEACH
OWNER COMMUNICATION FORM**

This form is for the use by owners to make complaints or requests to the Board of Directors to improve the living conditions or to report situations that adversely affect normal living conditions or the appearance or use of the Condominium areas.

TO: The Board of Directors

I wish to report the following situation and request that you give the matter consideration. If necessary, I am willing to meet with the Management Company, Board, one of its Committees, or a designated member to furnish more information.

OWNER NAME _____ **APT** _____ **PHONE #** _____

Location: (Where does the condition exist – or did the incident happen?)

Describe the incident, requests or complaint:

Who was involved? (If an owners, give name or unit number. If resident guest or renter, what unit are they from?)

Owner Signature

Give completed form to the Building Manager