

CONFIDENTIAL



SHR # / LOT # _____

COMPLAINT #: _____

Property Owners Association

11281 Hewitt Rd, Brooklyn, MI 49230 * 517-592-2361

Email: LCPOA@Comcast.net Website: LakeColumbia.net

Office Hours: Monday – Friday 9:00 AM – 5:00 PM

for office use

COMPLAINT / COMMENT FORM

COMPLAINANT'S INFORMATION

Date Submitted: _____

Name: _____

Shore Name: _____ Lot #: _____

Address: _____

Phone: _____ Email: _____

COMPLAINT / COMMENT INFORMATION FILL OUT SEPARATE FOR EACH OWNER / LOT(S)

Name: _____

Shore Name: _____ Lot #: _____

Address: _____

NATURE OF COMPLAINT / COMMENT

Explain the Complaint / Comment in detail. Submit form via email or address above.

OFFICE USE

Office Notes: _____

Shore Director Name: _____ Notified: _____

Board Meeting date (not resolved by GM): _____ Date referred to Legal (not resolved by Board): _____

Resolution / Closed date: _____ Notify Complainant: _____