



Dear Board Member, please fill in this order form **completely** to ensure proper documentation and enforcement of the violation.

Community Association Violation Order

Property Address: _____

Unit/Lot #: _____

Date of Walk-Through: _____

Violation per Article _____ in the CC&Rs

Detailed Description of Violation (please be as specific and detailed as possible, since ambiguity may affect the enforceability of the fine):

(Please note: the bolded sections of this form will be the sections used on the violation notice)

When will a hearing date be available to the homeowner? _____

Send violation via certified mail? Yes No

Occurrence: 1st 2nd 3rd 4th 5th

It is recommended by legal counsel that 30 days shall lapse before a sequential violations shall be issued.

Authorized by: _____ Date: _____

What other board member was present at the time the violation was cited?
 President Vice-President Secretary Treasurer Member at Large