

All complaints, concerns, questions and suggestions regarding the Winghaven Residential Owners Association must be submitted in writing by US mail, e-mail or by fax to CMA.

All complaints are kept confidential and all violations are discussed in closed session.

Upon receipt, your submittal will be forwarded to the Winghaven Residential Owners Association Board of Directors for their comments and directions.

When submitting a complaint, please include as much detail as possible, such as description of the violation, dates and times and duration of the violation.

Board members will instruct CMA to take appropriate action.

First letter requests owner to correct the violation and gives owner the opportunity to contact CMA within 10 days of letter to request a Hearing before the Board if they dispute the violation or a fine will be applied to their account.

If no contact is made with CMA and violation continues, a second letter advises owner a fine has been applied to their account.

If violation continues, additional fines will be added to their account. If not paid, the account will be sent to an attorney for collections and a Lien will be placed on the home.

Reference: Homeowners Handbook Section IX, Paragraph 9.6 Sanctions/Fines