



Oceanside Community Association  
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## COMPLIANCE REQUEST

The compliance process is outlined in the 2022 *Member and Resident Handbook*. The first step is:

It often is best to speak with a person first to correct a situation in a friendly and neighborly way, perhaps saying something as simple as, “Are you aware that our association rules say:\_\_\_\_\_.”

If step one does NOT resolve the situation, the HOA management will begin the Compliance process when the office receives a completed and signed Compliance Request form detailing the situation. Incomplete forms will not be processed.

Your name \_\_\_\_\_ Unit \_\_\_\_\_ House # \_\_\_\_\_

Email \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

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Property you are reporting Unit \_\_\_\_\_ House # \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Name (if known) \_\_\_\_\_

Have you spoken to the person? Yes / No

What rule within the Governing Documents do you believe is in violation?

\_\_\_\_\_  
Occurrence Description \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_