



*Appeal Request Form*

Submit to: RCP Community Management  
633 E. Ray Road #122  
Gilbert, AZ 85296  
480-813-6788 Fax 480-545-6196

Date: \_\_\_\_\_  
Lot #: \_\_\_\_\_

Contact Information Name: \_\_\_\_\_

Community: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Nature of Appeal: Please select the type of appeal desired.**

- Written Appeal** (The board will consider your letter at an upcoming Executive Board Meeting)
- In-Person Appeal** (You will be scheduled to meet with the board in-person at the date specified)

**What are you Appealing:**

- Late Fees**     **Collections Costs**     **Violation Fines**     **Violation Notice**

Most of the collections charges (i.e. demand notices, intent to lien, intent to sue, lawsuit fees) applied to your account are costs the Association has already incurred and in most cases will **not** be waived.

**\*\*In order for an appeal to be successful regarding late fees and collection costs a homeowner must be current in payment of their assessments. In order for an appeal to be successful regarding CC&R fines the cited violation must be corrected.**

***Board decisions are final and the management company does not have the ability to alter, impact, or explain the rationale of the final decision.***

**Please explain what you are requesting of the board and any background information you deem appropriate:** Use this form to provide background information explaining why you are requesting help from the Board of Directors and specifically what you are requesting. Please remember you are writing your neighbors, insults and nasty demands are usually not effective.

---

---

---

---

---

---

---

---

---

---

You may also write on the reverse side or include a separate letter.