

Greenmont Owners Association

P. O. Box 1103
Alpharetta, GA 30009-1103

Problem/Suggestion Form

Effectively responding to property owner problems/suggestions involves a process. It is the policy of the Greenmont Owners Association that when a homeowner has a complaint, grievance, suggestion etc., and the homeowner wants the Association to act upon it, that the homeowner must submit the problem to the Association using the form below. This is necessary to properly document the facts, to establish an official record of the situation, and to make best use of limited Association resources. This process helps us to help you. Please complete all sections of this form and return it to the address above. The GOA will not disclose personal information.

Today's date:	
Your name:	
Address:	
Telephone:	E-Mail:
Description of the problem or your suggestion: (Please provide as much detail as possible. Continue on the reverse side if necessary.)	
Have you contacted the party responsible for the problem? Yes ___ No ___ If no, why not? If yes, then whom and when?	
What GOA covenant, condition, & restriction or Architectural Design Standard does this involve?	
What do you feel would be a reasonable solution?	