SHERWOOD LAKES COMMUNITY ASSOCIATION

5520 Greenwich Road, Suite 201

Virginia Beach, VA 23462

TEL: (757) 473-2626, FAX: (757) 473-3020

EMAIL: brenda@atlanticmgt.com

RESIDENT COMPLAINT FORM

Name of resident filing complaint:

Contact Number:

Contact Email:

Physical Address (No PO Box):

Did you personally witness the activity you are reporting? Yes No

Date observed:

Location:

If a motor vehicle was involved what was the:

License plate state and #:

Make:

Model:

Color:

Description of Issue \*:

Please provide any additional witnesses and their contact information:

Was a Police Report Filed? (If yes and able, include a copy of the report)

Date / time:

Report #:

You may mail, email, or fax completed forms to Atlantic Management Company ATTN Brenda Kennedy.

\* If you have photos or documents to corroborate the complaint please include those in the correspondence.