



11200 SW 71st Street
Miami, Florida 33173

**Snapper Creek Townhouse
Homeowners Association, Inc.**

Phone: 305.279.5383
Fax: 305.279.7964

Special Agenda Request

Dear Resident, thank you for your concern

We the Board of Directors provide you with this form, to request an audience before the Association Board of Directors to address your concern. You may want to discuss the situation with the Property Manager before this may help address the problem more quickly.

Sincerely,
Board of Directors

1. Please, complete the following information so we can take proper action and give the request to the manager for the inclusion at the next appropriate Board meeting.

2. You or your representative must be present at the Board meeting to address the matter.

3. Name: _____ Phone # _____

4. Address: _____ E-mail: _____

5. ___ Homeowner ___ Tenant ___ Other (specify) _____

Subject of Concern: _____ Date: _____

6. ___ Parking: _____

7. ___ Animals: _____

8. ___ Environment: _____

9. ___ Security: _____

10. ___ Crime: _____

11. ___ Fines: _____

12. ___ Common Areas: _____

13. ___ Other: _____