

“WORK REQUEST FORM”

Mountain Ranch Property Owners Association

The following rules govern work on the common areas within the MRPOA property including, but not limited to: greenways and park/meadow.

1. All work is to be performed by the MRPOA Board (“Board”) and Board contractors exclusively.
2. Homeowners may request work be done by submitting this **“Work Request Form”**.
3. The Homeowner is expected to receive a confirmation of receipt of request by the Board within two business days. The Board will review submitted requests within 30 calendar days. If the request is approved, the Board will provide the Homeowner with an estimated timeline for the work and will be notified when the work is completed.
4. A description of the requested work must be filled out below. It is recommended that homeowners include pictures to ensure clarity.

MRPOA COMMON AREA WORK REQUEST

Submitted: _____

Name of Homeowner: _____

Address of Homeowner: _____

Description of work to be done:

Approved: _____ Request for more info: _____ Denial: _____

Signature of MRPOA Board

President &/or Landscape Supervisor: _____