

Summit Yacht Club Form for Reporting Alleged Rules Violations

Part One: Information about the Person Who is Reporting the Alleged Violation

1. First Name: _____
2. Last Name: _____
3. Unit number: _____
4. Phone number: _____
5. E-mail address: _____
6. Date of submitting this alleged violation report: _____

Part Two: Information about the Alleged Rules Violation

7. Date the alleged violation happened: _____
8. Time the alleged violation happened: _____
9. Rule number allegedly violated (See attached list of Summit Yacht Club Rules for the rule number.):

10. Describe the details of the alleged violation. Photos, audio recordings, and video recordings may be submitted as additional evidence.

11. If the alleged violation is a parking violation, report the following:

- a. Vehicle model: _____
- b. Vehicle color: _____
- c. Vehicle license state: _____
- d. Vehicle license number: _____

12. If the alleged violation is a pet violation, report the following:

- a. Pet type (dog, cat, other): _____
- b. Off-leash violation? (Circle "Yes" or "No")
- c. Failure to pick-up poop? (Circle "Yes" or "No")

d. Description of pet:

Part Three: Information about the Alleged Violator

13. What is the unit number of the alleged violator? _____

14. What is the name of the alleged violator, if known? _____

15. Description of the alleged violator, if known.

16. For alleged parking violations where the parking permit is visible, what is the unit number on the parking permit? (Be sure to include the S (single unit), U (upper unit) or L (lower unit) designation).

17. Do you know if the alleged violation was conducted by an:

a. Owner (Circle "Yes" or "Do not know")?

b. Renter (Circle "Yes" or "Do not know")?

c. Service person (Circle "Yes" or "Do not know")?

18. Do you think the alleged violation was due to:

a. an intentional violation of the rules (Circle "Yes" or "Do not know")?

b. ignorance of the rules (Circle "Yes" or "Do not know")?

c. carelessness (Circle "Yes" or "Do not know")?

Part Four: Witness Information

18. If there are any witnesses to the alleged violation, please provide the witness information here.
