

# GARRETT'S RUN CONDOMINIUM ASSOCIATION ATTENTION FORM

Date Prepared: \_\_\_\_\_

Date Received: \_\_\_\_\_

Prepared by: \_\_\_\_\_

Bldg. No. \_\_\_\_\_

Unit No. \_\_\_\_\_

Telephone No. (\_\_\_\_) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_@\_\_\_\_\_

Specific Location/Area Requiring Attention: Bldg./Unit No. \_\_\_\_\_ - \_\_\_\_\_ Other Common Area: \_\_\_\_\_

Please state what needs attention:

*Garrett's Run Official Use Only:*

Priority Ranking: \_\_\_\_\_

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

Action Taken: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Closed: \_\_\_\_\_

Signature: \_\_\_\_\_