

Glasgow Court Mobile Home Park
Resident Complaints and Concerns Form 11/03

RESIDENTS' COMPLAINTS AND CONCERNS

Please use this form to make a complaint or to request us to address any concerns you may have. It is at your discretion to fill out your name, address or phone number. Please be as specific as possible. Thank You for helping us to maintain and improve the quality of life in Glasgow Court.

Name and Address

Phone Number and Date

Use the following lines and provide us with at least an address or location of incident(s), name of other party involved, date, time and specify what the exact nature of your complaint or concern is.

*If additional space is needed please use the back of this form

***** DO NOT WRITE BELOW FOR MANAGEMENT ONLY! *****

For Management:

How was complaint or concern addressed: _____

Date it was addressed: _____

Recommendations on how Management can provide or aid in situation(s) not repeating: _____

Management Signature

Approval COO

Comments:

