



PHONE: (805) 238-9641  
FAX: (805) 238-3430  
GATEHOUSE: (805) 227-6560

2130 HERITAGE LOOP ROAD  
PASO ROBLES, CA 93446  
www.hroa.us

### Member Communication Form

#### Reporting Member Information

Date:	Lot/Tract:	Member ID:
Name:		
Address:		
Home Phone	Mobile Phone:	
Email Address:		
Preferred contact information:		
Member Signature:		

#### Incident Information

Person(s) Involved:	
Location of Incident:	
Date of Incident:	Time:

#### Description/Comments (Please attach additional comments, photos, and/or supporting documents.)


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#### Incident Routing and Response - Office Use Only

Received by:	Date:		
cc to GM:	Date:	Communication Request (CR) Updated and Closed	Date:
	Date:	Admin Notes	Date:
Person Assigned:	Date:		
Reporting Member Contacted	Date:		

#### Description/Comments cont. (Please attach additional comments, photos, and/or supporting documents.)

