Quail Meadows West HOA
Repair Request

This office is not staffed so please make sure you notify the appropriate person if this needs **immediate response or it is an emergency**. If you are reporting a gas leak, immediately call the gas company at (800) 427-2200.

For all other types for repairs just fill out the form below and we will process your request. Once your repair request is received by Quail Meadows West HOA, we will notify you. You may also leave a message at the office (805)937-0024

Note: If it is determined that this repair is not the Quail Meadows West HOA responsibility, you the will be responsible for paying for the repair.

General Information Date_____ Time_____

- Members First _____ Last_____
- Property Address _____
- Email _____
- Best Contact Number _____
- Phone Number _____
- What is the best time to reach you? _____Morning ____Afternoon ____Other? _____

Repair Information

Provide as much information as possible so we can accurately assess the repair needed for our common area.

_____
_____
_____
_____

- How long has this problem been going on?

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Signature_____ Date_____

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HOA Use

Assigned to_____ Date_____
Resolution _____ Date_____