

**Cripple Creek Mountain Estates
Property Owners Association
Maintenance Request Form**

This maintenance request form is supplied to help CCMEPOA members identify necessary repairs to POA common area facilities. Once received by the CCME office the request form will be added to the Maintenance Control Log for tracking and reporting purposes.

Every effort will be made to communicate with POA members concerning their request such as priority level, scheduled completion date, and final resolution.

POA Member Name:

CCME Filing _____ **Lot** _____

Maintenance/Repair Request:

- 1) _____

- 2) _____

- 3) _____

Use additional sheets if necessary:

May we call you for additional clarification concerning your request? Yes ___ No ___

If yes, please provide a phone number or e-mail address for follow up:

Phone: _____ Email: _____

POA Member Signature

Date

(CCME Office Use Only)

Request Number: _____

Received By CCME Office

Date