



Elk Lake Shores/ELPOA: Incident Report Form

Date Form Completed: _____

Reviewed by: _____

This form is to be used to report an Incident to the ELPOA Board of Directors, for the purpose of this form, an incident is a behavior, activity or action that you feel should be brought to the attention of the Board and/or Security Committee.

1. Please provide the date and approximate time this incident occurred. _____.

2. Where did this incident occur? (ex: On the beach, Lot ####, On the road near the dam...)

3. Briefly describe this incident:

4. What action (if any) did you take regarding this incident? (Check all that apply)

- a. I called Owen County Sheriff's Office
- b. I called the gate.
- c. I spoke to the individual/s involved.
- d. I recorded the incident. (Picture, Pictures, Video, Audio Recording)
- e. I did not take any action other than observing the incident.

5. Other individuals who have knowledge of this incident (Include contact information if known)

If you would like to be contacted regarding this incident, please provide the following information.
(Your name will not be shared with any individuals other than Board Members, Security Committee Members as needed for discussion.)

Person Completing this form: _____ Lot # _____

Phone #: _____ e-mail _____

This form may be left at the gate, mailed/e-mailed to the lake office (elpoa@elklakeshores.net) or sent to one of the Board Members.

Please include or attach any documentation you may have (item 4-d above) and address your submission as "Security".