

AUTUMN POINTE HOMEOWNER REQUEST FORM (HRF)

Must be signed by the homeowner in order for Board to process (if you wish to remain anonymous please don't fill out Homeowner information and don't sign, please keep in mind the only way for the Board to report on status of this request is if you provide your information)

HOMEOWNER INFORMATION (Association Member filing request)

Name Unit Date
E-Mail Phone

REQUEST DETAILS: Succinctly describe the nature of your request. Provide adequate detail for Board follow-up and response.

REGULATION: If applicable, state the related Rule and Regulation, CC&R, and/or by-law.

WITNESS: If applicable, provide name, address, and phone/other contact information for any witnesses

SIGNATURE OF HOMEOWNER:

PLEASE SUBMIT (eMail, Mail, or Fax) COMPLETED FORM TO: **LBPM 625 E. MAIN ST,
ALHAMBRA, CA 91801 PHONE (626) 677-8866 EMail: wpoon@lbpm.com**

*See next page for information on management of routine repair and maintenance requests.

Revised 3/2023

Requests for routine repair and maintenance should be routed through the following contacts:

LBPM Supervisor: Winnie Poon: (626) 677-8866

E-mail: wpoon@lbpm.com

After hour Emergencies Only: (818) 832-6201 (Leave Voice Mail)