

BOARD ACTION REQUEST

Date _____

What action is needed?

(wording of motion or statement of need)

Who are the sponsors of this request?

(name of the submitter and any known supporters)

Which Committees have been consulted?

Which Directors have been consulted?

Will legal review be required?

What is the cost to the HOA?

Why is this action necessary?

Use back of page if more space is needed.