Notification of landscaping issues requiring special attention

This form should be used by the residents of Estate Homes and Villas to notify the ECCA Property Manager of issues requiring special attention from the Grounds Maintenance Department. These may be of two types:

(a) **A general request that the Ground Maintenance team do not carry out certain types of regular maintenance** such as pruning of trees or bushes because the owner wishes to do this themselves or employs a private contractor to do such work.

(b) **The notification of major issues related to the property landscaping that require special attention.** For example: significant lawn weeds, irrigation breakdowns or new planting that requires additional irrigation while the young plants are growing.

Please send or take this form to the Property Management Office at the Clubhouse. You can also report any urgent issues by phone (239 – 417 – 6101) or by email - pm@eaglecreekcc.org.

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**NAME & PROPERTY DETAILS**

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<tr>
<th>NAME</th>
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<tbody>
<tr>
<td>ADDRESS</td>
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<td>PHONE</td>
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<td>EMAIL</td>
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**ISSUE TO BE ADDRESSED**

(A) **AREAS NOT TO BE MAINTAINED BY GROUNDS DEPARTMENT**

Name and Contact details of Private Contractor

(B) **AREAS REQUIRING SPECIAL ATTENTION OR REPAIR**

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**FOR OFFICE USE ONLY**

REQUEST FOR ACTION SENT TO GROUNDS DEPT.   DATE

AREAS REQUIRING SPECIAL ATTENTION ACTIONED.   DATE

SIGNED