

**Notice of Violation and Hearing**

[HOA Letterhead]

**NOTICE OF VIOLATION AND HEARING**

Date: \_\_\_\_\_, 20\_\_\_\_  
To: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Address at Association  
(if different): \_\_\_\_\_

You have been charged with a violation as follows:

Violation date/time: \_\_\_\_\_, 20\_\_\_\_, \_\_\_\_\_ a.m. / p.m.  
Violation location: \_\_\_\_\_  
Description of violation: \_\_\_\_\_  
\_\_\_\_\_

This is a violation of : CC&Rs Section \_\_\_\_\_  
Bylaws Section \_\_\_\_\_  
Rule \_\_\_\_\_

The Board has scheduled a hearing as follows to discussing imposing a fine against you or taking other disciplinary action.

Hearing Date/Time: \_\_\_\_\_, 20\_\_\_\_, \_\_\_\_\_ a.m. / p.m.  
Hearing Location: \_\_\_\_\_

You are entitled to attend this hearing and to address the Board. At the hearing, you may produce any statement, evidence, or witnesses on your behalf. You may also send a letter presenting your defense.

Please notify \_\_\_\_\_ at (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ at least five (5) days in advance whether you plan to attend. If you fail to attend the hearing, a decision will be made in your absence.

Board of Directors  
\_\_\_\_\_ Homeowners  
Association