



Beacon Hill Townhomes Condominium
Action Request Form

Purpose: This form provides a process for unit owners to request Council take action on BHTC maintained elements of individual units and for common elements in need of maintenance, repair or replacement.

Unit Number/Court: _____

Work Type: _____ Repair/Replacement _____ Maintenance _____ Landscaping
 _____ Rules & Regulations _____ Other

Issue Description (be specific):

Submitted by (please print): _____ Date: _____

Signature: _____

Phone Number: _____ Email: _____

Please submit this form to Council Members:

Dick Stausebach, President
7 West Court
dstausebach.bhtc@gmail.com

Terri Lacoff, Treasurer
8 West Court
tlacoff.bhtc@gmail.com

Charlene Bunnell, Secretary
208 East Court
cbunnell.bhtc@gmail.com

Tim Panfile
103 Center Court
tpanfile.bhtc@gmail.com

Information below to be completed by Council

Received by: _____ (Date)

Print Name: _____