

Cottonwood Park West HOA

P.O. Box 421
Niwot, CO 80544
303-652-2537

www.cpwhoa.org - cpwhoaoffice@gmail.com

Board of Directors

James Fudge
President

Steve Levin
Vice-President

Lee Stanish
Secretary

Lee Stanish
Treasurer

Sharon Blatchley

Nancy
Wunderlich

Diana Zont

Manager
Dean Carpenter

DATE

RE: <property address>

Dear HOMEOWNER

The Cottonwood Park West Home Owners Association (CPW HOA) Board of Directors is formally reaching out to you as part of its responsibility to enforce the CPW HOA covenants, Rules and Regulations that provide guidelines for the upkeep and maintenance of properties.

As members of the CPW HOA, we all have an obligation to maintain our properties in accordance with the covenants and the Rules and Regulations, in order to maintain the value of each property, and the overall value and visual attractiveness of the entire neighborhood.

The Board requests that you address the following items that are deemed not in compliance with the Rules and Regulations:

Roof: <description>
Siding/paint: <description>
Fence: <description>
Driveway: <description>
Sidewalk: <description>
Lawn/weeds: <description>
Trees, bushes: <description>
Storage of vehicles: <description>
Trash: <description>
HOA Dues: <description>
Other: <description>

Per the CPW HOA Covenant and Rule Enforcement Policy and Procedure, we request that you respond to this notice within 14 days of receipt. You can reference the Rules and Regulations, and the Enforcement policy here:

[CPW HOA Governing Documents](#). Login: cpw, password: niwot

If no response is received, a fine will be assessed as detailed in the policy.

We appreciate what each and every homeowner does to enhance their own home and our neighborhood, and look forward to your help in resolving these maintenance needs in a timely manner.

Thank you for your help and contribution to the community,

The CPW HOA Board