

COMMON ELEMENT SERVICE REQUEST

NAME: _____ DATE: _____

ADDRESS: _____

PHONE NUMBER HOME: _____ WORK: _____

NATURE OF REQUEST: _____

LOCATION OF REQUEST: _____

**Mail or Deliver the completed form to The Association President
Or
The Common Ground Trustee**

**Names and addresses can be found on our website
www.shenandoah.com—Trustee List**

FOR BOARD USE ONLY:

DATE RECEIVED: _____

ASSIGNED TO: _____ ON: _____

DATE COMPLETED _____

CHARGE: _____