

# Violation Appeal Process

## You may appeal a violation or fine letter.

Your appeal will be submitted to the Board of Directors. The Board will schedule a meeting to hear the appeal, and will make a reasonable effort to schedule the meeting time and location so that you may attend in person. The Board's final decision will be mailed to you afterwards. To start the appeals process, respond to the Sunwest HOA Board of Directors by one of the options listed below:

Appeals by email to: [appeals@sunwest-hoa.org](mailto:appeals@sunwest-hoa.org)  
Appeals by phone to: 303-530-0700 ext. 119  
Appeals by fax to: 303-530-0217  
Appeals by mail to: Attn: Sunwest HOA  
c/o CSAMC  
7490 Clubhouse Road, Suite 201  
Boulder, CO 80301-3720

Please include the following information in your appeal letter:

Your name

Address

Sunwest HOA

Date of violation to which you are appealing

Type of violation and fine amount you are appealing

**APPEAL PROCESS TAKES APPROXIMATELY 45 DAYS  
FROM RECEIPT OF YOUR REQUEST.**

Thank you for your cooperation.