



DISPUTE RESOLUTION BOARD REQUEST FORM

Residents may dispute denied Exception to Policy Request by requesting further review by the Dispute Resolution Board (DRB). The Dispute Resolution Board consists of representatives for the Property Manager, Project Owner, RCI, and if necessary, Garrison Command.

The request for DRB review must be submitted in writing to the Community Manager and outline the reason for further review. If the resident has additional documentation that was not submitted with the original ETP request, it should be attached to the DRB Request Form.

Once the written DRB Request form and any related documentation has been received, it will be forwarded to the DRB Representatives along with a copy of the original ETP request and any other supporting documentation.

The resident will be notified of the DRB decision in writing, typically within 7-10 business days. The DRB's decision is final and no further action will be taken.

Name: _____

Date: _____

Address: _____

Phone #: _____

Section 1: Reason for Request

Section 2: Additional documentation: (total pages _____)

- 1. _____
- 2. _____
- 3. _____

Resident Signature: _____

MANAGEMENT OFFICE USE ONLY	
Community Director Signature:	Decision Date:
Decision:	