



RIVERVIEW AT COLLEGE POINT Condominium III

P.O. Box 564041, College Point, NY 11356
(718) 461-4131 – riverviewcondo3@yahoo.com

CC&R COMPLAING PROCEDURE

How to File a Complaint: If you have a CC&R complaint you would like the Riverview Condominium III Board to review you must use the Complaint Form or the complaint will not be accepted. Make sure to provide a description of the violation, a photo if possible, your name, address and your phone number. Anonymous complaints will not be accepted. The identity of the person making the complaint will not be made public. Once a complaint is submitted, the Board's deliberations remain confidential. If you have any questions about the CC&R process, you can contact our Property Manager by phone or email us at riverviewcondo3@yahoo.com.

CC&R VIOLATION POLICY

If you are in violation of any covenant you will receive a courtesy notice of violation in the mail. If you correct the violation within the time noted in your Notice of Violation letter, the issue will be considered resolved.

If you fail to correct the violation within the time allowed, you will receive a final notice of violation letter. If you continue to fail to correct the violation you will receive an initial notice of fine. The schedule of fines is as follows:

First Violation:	\$300.00
Second similar Violation:	\$400.00
Third similar violation:	\$600.00
Fourth and subsequent similar violation:	\$1,000.00

The above fines are significant due to the various units that are not currently in compliance with the CC&Rs. Property values are maintained and elevated when neighborhoods are complying with the Rules & Regulations set by the Riverview Condominium Condo Association and the Board. This continues to preserve the aesthetic value of your neighborhood, as well as maintaining a healthy and abundant living environment. We hope that all will recognize the good intentions and comply without due process.

If you dispute the fine/violation, you will have fourteen (14) days within which to request a hearing. If you fail to do so, your rights to dispute the fine will be deemed waived and the fine will be final. If you request a hearing, the violation and fine will be determined at the hearing of the Board, and the Board's decision shall be final. Unpaid fines will be sent to an attorney for collection. Said collection will also result in attorney fees and cost being charged to you. To request a Hearing contact the Property Manager at (718) 461-4131 or email us at reviewcondo3@yahoo.com.

Full enforcement of complaint procedures and CC&R violations will be in effect starting January 2014. This will provide owners with the opportunity to re-familiarize themselves with the Covenants, Conditions & Regulations as well as enough time to make the necessary maintenance/repairs required on their units should their unit be in violation.