

Submit request to: Murdina D. MacDonald, HOA Secretary, Plantation Landing One 1 Pillory Circle New Bern, N.C. 28562                                  or: murdina.macdonald@gmail.com					
Owner Name					
Unit:			Contact phone #		
Rental?		Yes [    ]	No [    ]		
Date of Request:	Is this an emergency? Please check one		No [    ]	Yes [    ] (explain below)	
Description of repair needed (as much information as possible)          					
<b>HOA Board Use only:</b>					
Date of Review:			Reviewed by:		
HOA Repair of review/Inspection Report          					
<b>Estimated Repair Cost:</b>					
Material Cost:		Labor Cost:		Total Cost:	
Board Approval: Yes [    ] No [    ]					
Notes/Explanation          					