

**REQUEST TO BOARD OF DIRECTORS  
FOR WAIVER OF LATE FEE(S)**

**Complete form w/attached documents and mail to: CAPITOL REALTY  
1712 W. Lindsey – Norman, OK 73069, or Fax: 405-329-7653**

Owner Name \_\_\_\_\_ Unit: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phn: \_\_\_\_\_ Work Phn: \_\_\_\_\_ Cell Phn: \_\_\_\_\_

**SUPPORTING DOCUMENTS ARE ATTACHED:**

\_\_\_\_\_ Copy of Statement in Question

\_\_\_\_\_ Copy of Cancelled Check from your bank.

Specific Late Fee(s) you request waived: \_\_\_\_\_

Reason You Feel Late Fee Should Be Waived: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Owner Signature \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Board Approved \$ \_\_\_\_\_ Waiver of Late Fees.

\_\_\_\_\_ Board Denied Waiver of Late Fees