



METROPOLITAN BUILDERS ASSOCIATION

Construction Arbitration Board COMPLAINT SUBMITTAL FORM

N16 W23321 Stone Ridge Drive, Waukesha, WI 53188 • 262-436-1122 • www.mbaonline.org

Owner Information

Name(s): _____

Address: _____

City, St., Zip: _____

Home Ph: _____ Cell Ph: _____

Fax: _____ Email: _____

Address of property in dispute, if other than above: _____

Directions to property in dispute: _____

Date of occupancy: _____

Was the home built for you from contract? [] Yes [] No

Did you purchase an existing model? [] Yes [] No

Did you own your own lot? [] Yes [] No

Did you buy your lot from the builder? [] Yes [] No

Did you subcontract anything on the home yourself? [] Yes [] No

If yes, please list: _____

Did you report complaint in writing to the contractor? [] Yes [] No Dates: _____

Do you have any special needs the MBA would need to accommodate for the arbitration hearing? [] Yes [] No

If yes, please list: _____

Please list who will be attending the Inspection and/or Hearing: _____

Please include with this form and six copies of any pertinent materials such as contracts, plans, change orders, communications between the parties, etc. that will help the Construction Arbitration Board and/or mediator understand the facts of this case.

Signature _____

Signature _____

Date _____

Date _____

For MBA use only: Case # _____