

## **DVCA Judicial Process Flow Chart:**

- Violation reported to DVCA Board on Concern Form**
- Board determines a violation(s) occurred and sends Warning Letter to resident**
- Violation corrected by resident, ACTION TERMINATED**
- If violation is not corrected, Board sends Violation Letter to resident with proposed fines / sanctions and offers a hearing before Hearings Committee.**
- If resident agrees to sanctions / fines, ACTION TERMINATED**
- If resident requests hearing, Board notifies Hearings Committee.**
- Hearings Committee notifies resident of date / time and procedure for hearing**
- Hearing conducted and Hearings Committee notifies resident and Board of findings**
- If resident and Board agree on Hearings Committee findings, ACTION TERMINATED**
- If resident disagrees with Hearings Committee findings, can request an appeal hearing before the Board**
- Board conducts appeal hearing and reports findings and decision to resident**
- Resident complies with any remaining sanctions / fines, ACTION TERMINATED**
- If resident does not comply with Board decision, legal action(s) initiated**

**Voluntary Mediation: (In accordance with N.C. General Statute 7A-38.3F) Prior to the Board making a final decision, the resident may request mediation by a qualified third party with cost split between DVCA and resident. The parties do not have to concur with the mediator's recommendations.**