FOR THE LANDLORD, PROPERTY MANAGER OR HOA

What I reported, and when

Unit 3B — noise and repairs

WORKED EXAMPLE — the people, the dates and the amounts in this file are made up. Nothing in it happened.

PREPARED FOR
Fair Oaks Property Management PO Box 4417, Example Springs, ST 00000

FROM
Marion Okafor

ABOUT
Unit 3B — noise and repairs

REFERENCE
FO-2026-3B

THIS DOCUMENT
Built November 16, 2026 · 12 pages · Case 001

In this pack

WHAT THIS IS

This pack is taken from the account holder's own record: their own words, the messages as they were stored, and the files they kept. BuildMyEvidence has added the numbering, the dates and the references — nothing else. It has not written, summarized or changed a word of the record.

WHAT IS NOT IN IT

This pack leaves out amounts that are not on an entry in this pack and the account holder's own promises. Nothing has been deleted from the case: the full case file carries all of it.

IN THIS PACK

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Each entry with the date it happened and the date it was written down.

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How this file was made, and the fingerprint of each file in it.

Drawn from the same record as the case file. This document is not a revision of the case file and carries no revision number.

The entries

Each entry as the record holds it, in date order. The first date is when it happened; the second is when it was written down, which BuildMyEvidence stamps and never changes.

ITEM 003
FROM THE ACCOUNT HOLDER

HAPPENED · March 11, 2026
WRITTEN DOWN · March 11, 2026

Note under the door of 3B asking them to keep it down after 10

ITEM 004
FROM THEIR SIDE

HAPPENED · March 18, 2026 · 8:15 AM
WRITTEN DOWN · March 18, 2026

Front office called back — said they would "have a word"

ITEM 006
FROM THE ACCOUNT HOLDER

HAPPENED · April 9, 2026 · 10:30 AM
WRITTEN DOWN · April 9, 2026

Emailed Fair Oaks Property with every date and time so far

ITEM 009
FROM THEIR SIDE

HAPPENED · April 21, 2026 · 4:05 PM
WRITTEN DOWN · April 21, 2026

"We have passed this to the resident and asked them to be considerate."

ITEM 010
FROM THE ACCOUNT HOLDER

HAPPENED · June 15, 2026 · 9:00 AM
WRITTEN DOWN · June 15, 2026

Second letter to Fair Oaks — repairs and noise, asked for a written response
No reply recorded — 11 weeks

ATTACHED · Signed lease (paper) (kept by the account holder, not attached)

ITEM 011
FROM THE ACCOUNT HOLDER

HAPPENED · June 15, 2026 · 2:20 PM
WRITTEN DOWN · June 16, 2026

Dropped a copy at the front office and asked them to date-stamp it

---

ITEM 013
FROM THE ACCOUNT HOLDER

HAPPENED · July 16, 2026 · 6:30 PM
WRITTEN DOWN · July 17, 2026

Called the after-hours line, no answer and no voicemail

ITEM 014
FROM THE ACCOUNT HOLDER

HAPPENED · July 29, 2026
WRITTEN DOWN · July 29, 2026

Left a voicemail for the property manager

ITEM 017
FROM THE ACCOUNT HOLDER

HAPPENED · August 11, 2026 · 12:00 PM (noon)
WRITTEN DOWN · August 11, 2026

Emailed the property manager asking who is responsible for the floor between 2B and 3B

ITEM 022
FROM THEIR SIDE

HAPPENED · August 31, 2026 · 11:05 AM
WRITTEN DOWN · August 31, 2026

"we'll keep it down after 11"

ITEM 025
FROM THE ACCOUNT HOLDER

HAPPENED · September 7, 2026 · 2:45 PM
WRITTEN DOWN · September 7, 2026

Replied to Fair Oaks confirming Sep 15 and asked for it in writing
No reply recorded — 10 weeks

ITEM 029
FROM THE ACCOUNT HOLDER

HAPPENED · September 8, 2026 · 10:05 AM
WRITTEN DOWN · September 8, 2026

Sent the floor plan to the property manager, as promised

ITEM 033
FROM THE ACCOUNT HOLDER

HAPPENED · September 11, 2026
WRITTEN DOWN · September 11, 2026

Hi Fair Oaks Property Management,

On Jun 15, 2026 I wrote to you regarding Ongoing noise from the apartment above, and the ceiling damage underneath it.. I haven't yet received a substantive response.

Could you please confirm receipt and let me know when I can expect a reply? If I haven't heard back within 14 days I will follow up again in writing.

Thanks,
Marion Okafor

ITEM 027
FROM THEIR SIDE

HAPPENED · No date given
WRITTEN DOWN · September 5, 2026

Screenshot of a text — no date visible anywhere in the image
ATTACHED · P2 · screenshot-text.png

Appendix P — photographs

The photographs, screenshots and documents attached to the entries in this pack, numbered as in the case file, with any caption the account holder gave. Nothing is cropped, retouched or re-ordered.

JPEG photos are checked for location data on the way in — added by hand or attached to an email. A file that was not checked says so beside it.

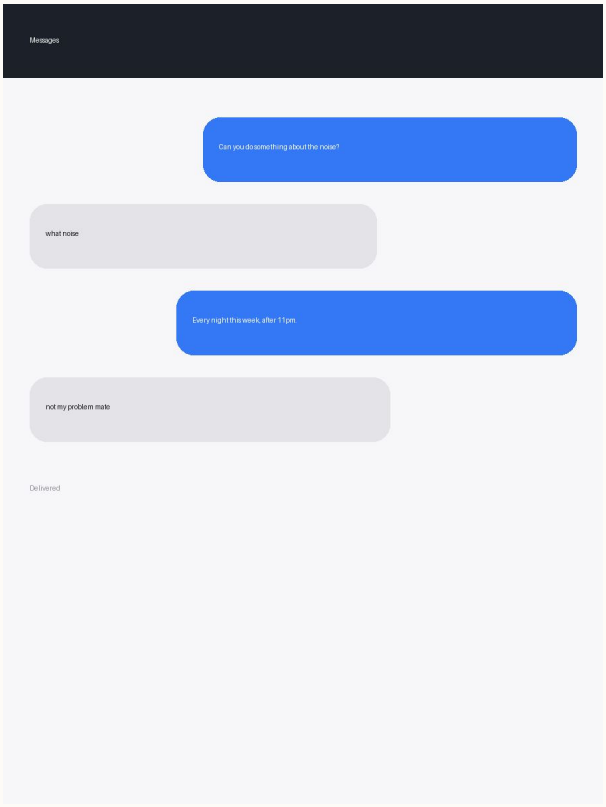
NO.	PHOTOGRAPH	PAGE
P2	screenshot-text.png item 027 · No date stated	7

THE OTHER APPENDICES

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Pages are numbered straight through, attachments included, so any page in this bundle can be cited by its number alone.

P2 · ITEM 027



WHEN IT HAPPENED	No date stated
THE FILE'S DATE	nothing recorded inside this file
WHEN YOU FILED IT	Uploaded Sep 11, 4:41 AM EDT
THE FILE	screenshot-text.png · No location found

The image above is a copy made for reading, not the file itself. The file is kept in the record, and the fingerprint taken when it reached us is printed with this document, so a copy of it can be checked.

The documents this case rests on

These are the documents the account holder has marked as setting out the rules, terms or permissions this case turns on. Each has its own appendix at the back of this file, which says whether a copy was supplied and shows it where one can be shown. Where the account holder has quoted from a document, the quote is shown in their words or as they copied it; it has not been checked against the original by BuildMyEvidence.

K1 · APPENDIX K1

Lease — Unit 3B, Fair Oaks Property Management

Issued

March 1, 2026 — date given by the account holder

Issued by

Fair Oaks Property Management

Added to the record

September 27, 2026

3b-lease.pdf

2 KB · b4e027d4c28ecb89d1ddde8f958bcea466cf237743bc9b2f99ec95150aa9dc59

The quote

The Landlord shall take reasonable steps to ensure other residents of the building do not cause excessive noise between the hours of 10:00pm and 7:00am, and shall respond to a written complaint of a noise disturbance within a reasonable time.

Entries that involve it

No entry has been marked as involving it.

Items the account holder answered yes to “Is this about this document?”. A pattern’s count elsewhere in this file counts occasions in that pattern, whether or not each was answered.

Attachments

The key documents above, one appendix each. Where a copy was supplied it is shown here if it can be, and carries its own checksum so a reader holding a copy of their own can check it is the same file.

APPENDIX K1 · LEASE — UNIT 3B, FAIR OAKS PROPERTY MANAGEMENT

3b-lease.pdf

2 KB · b4e027d4c28ecb89d1ddde8f958bcea466cf237743bc9b2f99ec95150aa9dc59

Appendix K1 is reproduced in full on the pages that follow, from a copy made for this file: the content of its pages, without the document's own properties (who made it, with what, and when) or notes added on top of its pages.

Promises, and what came after

Each promise is quoted exactly as it was made, with who made it and when. Under it: whether it was kept, in the account holder's own word, and every entry dated after it, so a reader can decide for themselves.

THEIR PROMISE · FAIR OAKS PROPERTY MANAGEMENT · AUGUST 31, 2026

Item 022 · text · in the register at its date

As the account holder put it: Keep the noise down after 11pm — from or by September 7, 2026

The account holder has not said whether it was kept.

Everything on the record after it — counted from August 31, 2026:

- item 025 · September 7, 2026 · 2:45 PM · 7 days after — The account holder: Replied to Fair Oaks confirming Sep 15 and asked for it in writing
- item 029 · September 8, 2026 · 10:05 AM · 8 days after — The account holder: Sent the floor plan to the property manager, as promised
- item 033 · September 11, 2026 · 11 days after — The account holder: On Jun 15, 2026 I wrote to you regarding Ongoing noise from the apartment above, and the ceiling…

BuildMyEvidence has not judged whether the promise was kept. The items are listed so the reader can.

How this file was made

This file was assembled by BuildMyEvidence from a record kept by the account holder as events occurred. It is set out here so that anyone relying on it can see how it was made, and where its limits are.

TWO DATES	Every entry carries the date the account holder says it happened, which they set and can correct, and the date it was written down, which the application set and which cannot be altered by anyone, including BuildMyEvidence. Where a date was taken from a message or a file rather than typed, the entry says so.
FILES	Each attached photograph and document was fingerprinted (SHA-256) when it reached BuildMyEvidence — in the account holder's own browser, before it left their device, for a file they added; on arrival, for a file attached to an email. The fingerprints are printed below and beside the files at the appendices. A file altered afterwards would no longer match.
PHOTOGRAPHS	Where a JPEG photograph carried location data, it was removed on the way in, before the fingerprint was taken; other files were not inspected for it. What was found is stated beside each file. Where a file carries its own date inside it, that date is shown beside it.
DOCUMENTS	Where a PDF is reproduced, its pages were copied into this file without the document's own properties (who made it, with what and when), notes added on top of its pages, or the metadata inside any photograph in it. How much of each document is reproduced is stated beside it.
PAGES	Numbered straight through, attachments included, so any page in this file can be cited by its number alone.

How to check a file

A matching fingerprint shows a file has not changed since it reached us. It cannot show anything about the file before that — a phone often hands over its own copy of a photo rather than the one the camera made.

It also says nothing about whether this document is complete, and nothing about whether what the account holder wrote is accurate. It is a check on the bytes of the attached files, and only that.

This document cannot carry its own fingerprint — a file cannot contain a number worked out from itself. To check the document, ask the person who sent it for the fingerprint their copy shows, and compare the two lists below line by line.

1. Take any file supplied with this document.
2. Run shasum -a 256 on it, or use any SHA-256 tool.
3. Compare the result with the fingerprint listed against that file below.
4. If they match, that file has not changed since it was fingerprinted, on the date shown.

FILE	FINGERPRINT (SHA-256)	ARRIVED
Plate 2 · screenshot-text.png	010035e6f387009cceb7840952ef43b69f58082fd5e69fb6c4ca0a7140106427	Uploaded Sep 11, 4:41 AM EDT

A fingerprint shows a file has not changed since it reached us. It cannot speak to anything before that.

Check this file

A downloaded copy of this file carries its check code here. This copy has none.

WHAT BUILDMYEVIDENCE HAS NOT DONE

It has not checked any statement against any document, nor any figure against any account. It has applied no interest, calculated no penalty or late fee, and expressed no view on whether any amount is recoverable or any account of events is correct. It has given no advice. Every word and every figure in this file was entered by the account holder; BuildMyEvidence has recorded them, added and subtracted the amounts, and set them out in order.

This copy

COVERS	14 entries · 1 file
BUILT	November 10, 2026 at 7:00 AM EST

Drawn from the same record as the case file. This document is not a revision of the case file and carries no revision number.