

Plantations Two Community Association
Resident Pool Membership -- 2024 Pool Season Renewal Information

The Board of Directors wishes to take this opportunity to remind you of our yearly membership processes, pool policies, and procedures. Please review our 2024 Pool Rules & Operating Policies at www.plantationstwo.com.

1. **Owners Not-in-Good-Standing¹** are not eligible to receive access to the pool or pool facility. If a payment is required contact Accountable Bookkeeping Services (email lynngubisch@gmail.com) to make payment arrangements.
2. **Resident Pool Membership Information Sheets:**
 - a. **Owners In-Good-Standing² & tenants must submit** their completed Resident Info Sheet & any required documentation to the HOA **no later than April 30, 2024**. Either –
 - Complete Info Sheet online, attach any required documents & email to plantations2pool@gmail.com. OR
 - Mail completed Info Sheet & any required documents to **Accountable Bookkeeping Services, PO Box 4961, Annapolis, MD 21403 (note new address)**.
 - b. ***Proof-of-Residence (POR) for all Other Adults*** (over 21) must be provided with your Info Sheet for individual(s) to be processed as a member. Until the POR is received those individuals ***will not*** receive access to the pool. POR ***must include*** a current date, the individual's name, & membership address of record. POR can be a copy of an official ID (i.e., driver's license, passport, etc.) or a document (i.e., utility bill, bank statement, etc.).
 - c. Incomplete, unsigned Info Sheets will not be processed.
 - d. Info Sheets received after April 30, but before the pool opens, may cause your access to the pool to be delayed.
 - e. Info Sheets ***cannot be processed by the pool desk guard; & you will not be able to enter the pool*** until your Info Sheet is submitted, received & processed by the HOA (which can take up to a week after receipt).
 - f. After the pool is open an Info Sheet can be emailed or mailed (as directed in item 2.a. above) or dropped off at the pool office. You will be notified when your membership has been processed.
3. **Membership Policies:**
 - a. Membership consists of ***only individuals who are full-time residents*** at the membership address of record.
 - b. ***Membership includes up to 2 Adults & all children (under 22 years of age) residing in the home***. If more than two adults and/or adult children over 21 reside in the home, the applicant ***must include*** a copy of ***POR for those individuals with the completed Info Sheet***. Additionally, POR ***can be requested*** for any adult or child listed as a member.
 - c. ***Extended family (not individuals permanently residing at the membership address of record) can either enter the pool as a guest of a member or they can purchase an Outside Pool Membership (see information online at <https://www.plantationstwo.com/non-resident>.)***
4. **Guest Passes** (paper card format):
 - a. Can only be used by adult members to bring extended family, friends, etc. to the pool. Passes must be presented to the pool desk guard when entering with your guest(s), ***guests must be accompanied by an adult member while at the pool, & all guest names must be recorded in the daily log***.

¹ An owner not-in-good-standing is an owner who has unpaid annual dues or outstanding violations.

² An owner in-good-standing is an owner who is current on their annual dues and has no outstanding violations.

- b. Each membership receives one free Guest Pass card per season (5 guests per card).
 - c. Cost per guest per visit is \$3.00 & guests under 5 years of age enter for free. Additional Guest Pass cards (5 passes per card at \$15.00 each) can be purchased at the pool by check (*payable to Plantations Two CAI*) or by credit online (\$15.00 each/5 passes per card). Proof of online payment must be presented to the pool desk guard to receive your guest pass card.
- 5. Caregiver Passes:** A pass for seasonal use by a non-member babysitter, nanny, or caregiver (\$75.00 each).
- a. Each Caregiver will receive a Red Access tag which cannot be exchanged for a Brown Access tag.
 - b. Non-member caregiver is an individual who is responsible for caring for & supervising a member's children or family member who is dependent on full-time care & assistance (i.e., person with disabilities, etc.).
 - c. Caregivers (1) are only allowed entry to the pool when accompanying the member(s) they are caring for, (2) cannot bring personal guests, & (3) proof of age & ID can be required.
 - d. Caregiver Passes can only be purchased by an adult member of record & only for the current season. Payments must be made in full (*check or online*) & received with the submittal of an Info Sheet or can be added any time during the pool season.
- 6. Pool Access Tags:**
- a. All Access Tags previously issued will be reactivated after receipt & processing of your Info Sheet.
 - b. Lost Access Tag replacements cost \$10.00 each, can be purchased on our website Payments page & picked up at the pool office. The name(s) of the individual member(s) receiving the replacement tag(s) must be included in the Add a Note tab on the Review Cart page for the new access tag to be processed.
 - c. RED Access Tags are issued to members ages 5-14, & Brown Access Tags are issued to all other members.
 - d. Members ages 12-14 can attend the pool unaccompanied by an adult once they (1) pass a required swim test, (2) have signed written permission from their parent/guardian, & (3) exchange their Red Access Tag for a Brown Access Tag.

Other information such as Parties, Swim Tests, Swim Team, etc. can be found at www.plantationstwo.com. Thank you for choosing the Plantations Two Pool. Questions & feedback can be emailed to plantations2pool@gmail.com.

Plantations Two Community Association, Inc. & Pool Committee

See www.plantationstwo.com for the 2024 Resident Pool Membership Information Sheet

(Form must be completed, signed, and returned to reactivate your Pool Access Tags)