

Plantations Two Community Association, Inc.
2024 OUTSIDE POOL MEMBERSHIP (OPM) FINANCIAL POLICY

Plantations Two Community Association, Inc.'s Outside Pool Members, hereafter called members, are individuals or families who reside outside the Plantations Two Community and must purchase a membership which includes a one-time deposit and annual dues. The purpose of this document is to convey information regarding the financial policy governing all Outside Pool Memberships and includes the payment schedule and membership cancellation policies.

2024 Season Highlights:

- Annual individual and family membership dues are the same as in 2023.
- The late fee for payments received after March 15, 2024, has increased to \$25.00.
- Members **cannot defer** their membership or join for part of a season.
- Members **must** either **join** for the season or cancel by April 30, 2024, or they will forfeit their membership and lose their entire deposit.
- Family Members can purchase an **optional Caregiver Pass** for a babysitter, nanny, or caregiver (\$75.00).
- OPM Information Sheets (1) must be submitted no later than May 1, 2024, (2) cannot be processed by the pool desk attendant, and (3) members will not be able to enter the pool until their OPM Information Sheet and any required documents are processed by the HOA.

CURRENT MEMBERSHIPS -- PAYMENT SCHEDULE

Annual Membership Renewal Dues & Fees (Invoices are mailed to members in mid-February & Payments are due as indicated below along with a new Completed Outside Membership Information Sheet.)

	Family Membership	Individual Membership	Date	Notes
Annual Dues	\$430.00	\$215.00	Due March 15	\$25.00 late fee will be added after March 15 (for renewing members)
Annual Dues Paid after March 15 (2nd invoice will be sent)	\$455.00 (including late fee)	\$240.00 (including late fee)	Due April 30 (renewing members only)	Payments received after April 30 can result in membership considered a "Member Not in Good Standing" *
Caregiver Pass (Not a Membership)	\$75 (seasonal fee)	N/A	Can be paid with dues or as needed	Pass Only for a non-member babysitter, nanny or caregiver & purchased with a family membership.

**If Payment and Membership Information Sheet or a Notice to Cancel is not received by April 30, members are Not in Good Standing. Membership and member's entire deposit will be forfeited. No partial refunds will be given.*

NEW MEMBERSHIPS -- PAYMENTS

New Membership Requires an Initial Deposit & Annual Dues (Payments are due along with the Completed Outside Membership Information Sheet.)

Type of Membership	Annual Dues	Initial Deposit	Total Payment Option 1 (Pay entire Deposit)	Total Payment Option 2** (Split Deposit for 1 st & 2 nd Years)
Family Membership	\$430.00	\$250.00	\$680.00	\$555.00
Individual Membership	\$215.00	\$250.00	\$465.00	\$340.00

***As an alternative 50% of the Deposit can be deferred until the 2nd pool season of the membership. This is offered as a courtesy, so that families/individuals can defer part of the membership cost until the billing cycle of the next year.*

MEMBERSHIP CANCELLATION POLICY

1. **Members in good standing** may cancel (in writing) their membership at any time during the year. However, during the season, only members who have **paid their annual dues by April 30th** are considered in good standing and can cancel and receive a refund. Otherwise, no refunds will be granted during the season.
2. **Members who do not wish to renew for the 2024 pool season must cancel their membership in writing by April 30th to receive the entire refundable portion of their deposit. Members who are not in good standing by April 30th (i.e., annual dues have not been paid) will not receive a deposit refund.**
3. **To cancel your membership, you must do one of the following:**
 - Send an email with your request, name, and address to: lynngubisch@gmail.com.
 - Send a letter to **Accountable Bookkeeping Services, PO Box 4691, Annapolis, MD 21403 (new address)**.
 - Write on your annual invoice that you choose to cancel the pool membership, sign the bill, and mail it to Accountable Bookkeeping Services (use new address listed above).

DEPOSIT REFUND POLICY

1. Written membership cancellations must be received by April 30th to receive a deposit refund.
2. Members in Good Standing¹ will receive a refund minus a \$75.00 administrative fee:
 - Deposit refund when full \$250.00 deposit has been paid = \$175.00*
 - Deposit refund when only \$125.00 of deposit has been paid = \$50.00*
3. Written Membership cancellations not received by April 30th will not receive a deposit refund (\$0.00).
4. Members Not in Good Standing² will not receive a deposit refund when cancelling a membership (\$0.00).

*Notice: Members who joined before 2007 will receive a \$250 deposit refund. Members who joined before 2022 will receive a \$200 deposit refund (or \$75 if only \$125 of deposit has been paid). Due dates and penalties for late cancellation still apply.

MEMBERSHIP DETAILS

1. **Individual Membership:** Includes **only One Adult** who must be at least 18 years of age. Membership is not determined by place of residence.
2. **Family Membership:**
 - Consists of all persons permanently residing at the membership address of record.
 - Includes up to 2 Adults and all children (under 22 years of age) **residing in the home full time**. If there are more than 2 adults and adult children over the age of 21 residing in the home the applicant **must include a copy of Proof-of-Residence** (i.e., driver's license, utility bill, etc.) for these individuals with the completed OPM Information Sheet. Proof-of-Residence must include a current date, individuals name and the pool membership address.
 - Proof of residency can be required for any adult or child listed as a family member.
3. **Caregiver Pass:** Caregiver Pass is intended for seasonal use for a non-member babysitter, nanny, or caregiver. Each Caregiver will receive a Red Access Tag which cannot be exchanged for a Brown Access Tag.
 - Non-member babysitter, nanny, or caregiver is a person who is responsible for caring for and supervising a member's children or family member who is dependent on full-time care and assistance (i.e., persons with disabilities, etc.) at the pool.
 - Caregivers are (1) only allowed entry to the pool when accompanying the member(s) they are caring for, (2) cannot bring personal guests, and (3) proof of age and ID can be required.
 - Caregiver Passes can only be purchased by an adult member of record and only for the current season. Payments must be made in full (check or online) and received in conjunction with the submittal of an OPM Info Sheet or they can be added any time during the pool season.

Please direct any questions regarding the Plantations Two Community Association's Outside Pool Membership Financial Policy to the Plantations Two Pool Committee at plantations2pool@gmail.com.

¹ Members in good standing are members who are current on their dues.

² A member not in good standing is a member who has an unpaid membership balance.