

Plantations Two Community Association
Resident Pool Membership -- 2025 Pool Season Renewal Information

The Board of Directors wishes to take this opportunity to remind you of our yearly membership renewal processes, pool policies, and procedures. Please review our 2025 Pool Rules and Operating Policies located on our website at www.plantationstwo.com.

Pool Season Dates: Saturday, May 24, 2025, through Monday, September 1, 2025

Hours of Operation: 4:00 pm – 8:00 pm (*when public school is in session*) and
12:00 noon – 8:00 pm (*when public school is not in session*)

1. Resident Pool Membership Eligibility:

- a. **Homeowners** must be In-Good-Standing to receive access to the pool or pool facility.
- *In-Good-Standing* means that an owner has fully paid all their dues and has no outstanding community violations.
 - Not-in-Good-Standing means that an owner has not paid all their dues or has outstanding community violations. Therefore, the owner is not eligible to receive access to the pool or pool facility.
 - If a payment is required, contact Accountable Bookkeeping Services (email lynnqubisch@gmail.com) to make payment arrangements.

REQUEST

Please help the pool membership coordinators by completing your Pool Info Sheet using the ONLINE and EMAIL process. This simple step will make coordination and processing the Info Sheets easier.

If you do not have the capability to do your Info Sheet online, please mail your completed Info Sheet as early as possible.

Thank you for your assistance in helping us to streamline our process.

2. Resident Pool 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 and all children (*under 22 years of age*) **residing in the home**.
- c. When more than 2 adults or adult children over 21 reside in the home, the applicant must include a *Proof of Residence (POR)* for those individuals with the Info Sheet.
- d. POR can be requested for any adult or child listed as a member.
- e. Extended family (*individuals not full-time residents at the membership address of record*) can only 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>).

3. Resident Pool Membership Information Sheets:

- a. Completed Info Sheet and any required PORs must be submitted no later than April 30, 2025.
- Complete Info Sheet online (*preferred*), attach required PORs, and Email (*preferred*) to plantations2pool@gmail.com.
 - Email not possible -- mail completed Info Sheet and PORs to Accountable Bookkeeping Services, PO Box 4961, Annapolis, MD 21403.
- b. Proof-of-Residence (POR) for all Other Adults over 21 must be provided with your Info Sheet for the 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, and membership address of record.
 - PORs can be a copy of an official ID (i.e., driver's license, passport, etc.) or a document (i.e., utility bill, bank statement, school document, etc.).

- c. Incomplete or unsigned Info Sheets will not be processed.
- d. Info Sheets received after April 30, but before the pool opens, may cause access to the pool to be delayed.
- e. After the pool is open Info Sheets and PORs can be dropped off at the pool office. However –
 - Pool desk guards cannot process Info Sheets.
 - **You will not be able to enter the pool** until your Info Sheet is received and processed by the HOA (which can take up to a week or more after receipt).
 - You will be notified when your membership has been processed.

4. Pool Access Tags:

- a. Access tags are issued to each new member to be used every year they remain members.
- b. Access tags are reactivated after your 2025 Info Sheet is received and processed.
- c. Lost access tag replacements cost \$10.00 each, and can be purchased either –
 - Online on our website Payments page and picked up at the pool office.
 - At the pool by check (*payable to Plantations Two CAI*).
 - Name(s) of members receiving the replacement tag(s) must be included with the payment (online in Add a Note or written on the check) for the new access tag to be processed.
- c. RED access tags are issued to caregivers and members ages 5-14. Brown access tags are issued to all other members.
- d. Members age 12-14 can only attend the pool unaccompanied by an adult once they (1) pass the required swim test, (2) have signed written permission from their parent or guardian, and (3) exchange their Red access tag for a Brown access tag.

5. Guest Passes (\$15.00 each/5 passes per card):

- a. Cost per guest per visit is \$3.00 per day and *guests under 5 years of age enter for free.*
- b. Each membership receives one free Guest Pass card per season (5 guests per card).
- c. Guest passes can only be used by adult members to bring extended family, friends, etc. to the pool.
- d. Passes must be presented to the pool desk guard when entering with your guest(s)
- e. Guests must be accompanied by an adult member while at the pool.
- f. *Each guest's name must be recorded in the daily log.*
- g. Additional guest passes **can only be purchased by an adult pool member** --
 - Online by credit. Present your proof of purchase to pool desk guard to receive your guest pass.
 - At the pool by check (*payable to Plantations Two CAI*).

6. Caregiver Passes (\$75.00 each):

- a. A caregiver is an individual 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., person with disabilities, etc.).
- b. Caregiver passes are for seasonal use by a non-member babysitter, nanny, or caregiver.
- c. Passes can only be purchased by an adult member of record and only for the current season.
- d. Each Caregiver will receive a red access tag which cannot be exchanged for a Brown access tag.
- e. Caregivers (1) are 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.
- f. Payments must be made in full (*check or online*), can be received with the submittal of an Info Sheet, or can be purchased any time during the pool season.

7. Other information (Parties, Swim Tests, Swim Team, etc.) can be found at www.plantationstwo.com.

Questions & feedback can be emailed to plantations2pool@gmail.com.

Thank you - **Plantations Two Community Association, Inc. & Pool Membership Coordinators**

(Info Sheet must be completed, signed & returned to activate your Pool Access Tags)