

Plantations Two Community Association, Inc.
2025 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 decide to purchase a pool 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.

2025 Season Highlights:

- Annual family membership dues have increased to \$440.00, and annual individual membership dues have increased to \$220.00.
- The late fee for payments received after March 15, 2025, remains \$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, 2025, or they will forfeit their entire deposit.
- Family Members can purchase **optional Caregiver Passes** for a babysitter, nanny, or caregiver (\$75.00 each).
- OPM Information Sheets (1) must be submitted no later than May 1, 2025, (2) cannot be processed by the pool desk attendant, and (3) members will **be unable** 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).

	<i>Family Membership</i>	<i>Individual Membership</i>	<i>Date</i>	<i>Notes</i>
Annual Dues	\$440.00	\$220.00	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)	\$465.00 (including late fee)	\$245.00 (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. Member's entire deposit will be forfeited. No partial refunds will be given.

NEW MEMBERSHIPS -- PAYMENTS

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

<i>Type of Membership</i>	<i>Annual Dues</i>	<i>Initial Deposit</i>	<i>Total Payment Option 1 (Pay entire Deposit)</i>	<i>Total Payment Option 2** (Split Deposit for 1st & 2nd Years)</i>
Family Membership	\$440.00	\$250.00	\$690.00	\$565.00
Individual Membership	\$220.00	\$250.00	\$470.00	\$345.00

**As an alternative 50% of the Deposit can be deferred until the 2nd year of the membership. This is offered as a courtesy, so that families/individuals can defer part of the 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 2025 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.
 - Mail a letter to Accountable Bookkeeping Services, PO Box 4691, Annapolis, MD 21403.
 - Write on your annual invoice that you choose to cancel the pool membership, sign the invoice, and mail it to Accountable Bookkeeping Services (use 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 deposit 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 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 their 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. 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 only individuals residing full-time 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. POR must include a current date, individual's name and the pool membership address of record.
 - Proof of residency can be requested 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 can be purchased 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 Membership Coordinator(s) at plantations2pool@gmail.com.

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

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