



2025 Ashton Woods Owner's Association Pool Pass Instructions & Form

Please read the following two forms carefully

THIS FORM MUST BE E-MAILED OR MAILED TO OUR PO BOX BY MAY 1st 2025. ANY FORMS SENT THEREAFTER WILL BE SUBJECT TO A WAITING PERIOD.

PASS REQUESTS WILL NOT BE ACCEPTED AT THE POOL

DUES PAYMENTS WILL NOT BE ACCEPTED AT THE POOL

Please fill out the form on next page and e-mail to: ashtonwoodspooldirector@gmail.com

For rental properties, a letter from the lot owner granting permission for their tenants to use the pool must accompany this form. Pool Passes are issued to either the lot owner or the tenants. This decision is fully at the discretion of the lot owner.

Association Dues **MUST** be current for passes to be issued. Dues payments will not be accepted at the pool at any time. Lifeguards do not have access to dues information.

Each lot will receive one (1) Guest Pass for repeated use the entire pool season. It is limited to bringing in only one (1) guest per day. Additional guests must pay a \$5 fee per guest.

VERIFICATION WILL BE CHECKED FOR EACH RESIDENCE.

Proof of residency MUST be provided with this form. Proof of Residence can be a copy of a Virginia Driver's License or copy of a recent Utility Bill. Please send in a copy of Proof of Residence for every adult member that lives at the residence that you are requesting passes for. The residential address **MUST match the address on file. No exceptions.**

Any child residing at your property that is or will be 18 during the swim season will be required to provide proof of residency.

Passes will not be made until each lot meets the above requirements

Pool Pass Request Form on next page

Ashton Woods Owner's Association
2025 POOL PASS REQUEST FORM

THIS FORM MUST BE RECEIVED BY MAY 1ST 2025

EMAIL COMPLETED FORM TO: ashtonwoodspooldirector@gmail.com

Our passes are ELECTRONIC. Paper passes will not be issued. Once your information is verified you will receive instructions via email as to how to access your passes.

PLEASE PRINT CLEARLY

PROPERTY ADDRESS _____

ADULT HOMEOWNER ON DEED _____

2nd ADULT HOMEOWNER ON DEED _____

Phone Number (to access the App) _____

E-mail Address (to access the App) _____

NAME(S) OF ADDITIONAL ADULTS & CHILDREN REQUESTING PASSES

Name _____ Age _____ Proof Of Residence Attached? _____

Name _____ Age _____ Proof Of Residence Attached? _____

Name _____ Age _____ Proof Of Residence Attached? _____

Name _____ Age _____ Proof Of Residence Attached? _____

I have read the above document and agree to the rules. By signing this I am confirming that all information above is true and factual. I have attached Proof of Residence for all adults over 18 or children who will be turning 18 years old during the Pool Season. Falsified information will immediately result in losing pool access. No exceptions.

Lot owner Signature #1 _____

Lot owner Signature #2 (if applicable) _____