

**THE PLANTATIONS TWO COMMUNITY ASSOCIATION, INC. SWIMMING POOL
NEW 2021 INDIVIDUAL OUTSIDE POOL MEMBERSHIP FINANCIAL POLICY**

A significant portion of the members of the Plantations Two Community Association, Inc. swimming pool reside outside of Plantations Two. These members, herein referred to as Outside Members, are billed an annual maintenance fee for the swimming season. (Fees for those members residing within Plantations Two are incorporated in their annual homeowners' dues). The purpose of this document is to convey information regarding the financial policy governing all Outside Memberships for the Plantations Two pool.

Members who are in good standing (current on dues) may cancel their membership at any time and request a return of their qualified deposit. Members not in good standing (with an unpaid balance) will forfeit their membership as well as the deposit unless a written request to cancel is received within the timeline, as outlined below. Months, days and "pool season" refer to the current calendar year.

	Amount	Due Date	Notes
Mailing of Annual Invoice			Normally Mailed in Mid-February
<u>Individual Membership Dues, prorated for 2021(based on \$200 annual fee for full season)</u>	<u>\$160</u>	<u>Due with Application</u> (March 15 in a normal season)	a \$15 late fee will be added after March 15 in a normal season
Payment of Annual Dues Received after March 15 (Annual Dues Plus \$15 late fee)	<u>N/A for 2021</u>	April 30th in a normal season	Payments received after April 30th may experience a delay in their membership activation.
Initial, One -Time Deposit	\$250 (\$125)	<u>Due with new pool registration</u>	As a courtesy, 50% (\$125) may be deferred until the 2 nd pool season of membership
Deposit Refund when cancelling membership (members in good standing)	*\$200 (\$75 if only \$125 of deposit has been paid)	written request to end membership received <u>by April 30th</u>	Deposit (minus a \$50 admin fee) is refundable IF a written request is received by April 30th
Deposit Refund when cancelling membership (members in good standing)	\$175 (\$50 if only \$125 of deposit has been paid)	written request received <u>on May 1st or later, but prior to the first day of the pool season</u>	Deposit (minus a \$75 admin fee) is refundable IF a written request is received prior to the first day of pool opening
Deposit Refund when written cancellation not received and membership not paid by the first day of pool season	\$0	written request to cancel membership & request return of deposit must be received prior to 1st day of pool season	No refund of deposit will be given for requests received once the pool season begins
Partial or Full Refund of annual membership fee due to extenuating circumstances	\$0		Refunds will not be granted once the pool season begins

** Members who joined prior to the 2007 pool season may be entitled to receive \$250.00 (the refundable initiation fee/deposit). Due dates and penalties for late cancellations (after April 30th) still apply.*

PAYMENT SCHEDULE

The 2021 fee for an Individual membership to the Plantations Two Pool will be \$160 (prorated due to the membership starting in mid June), which is based on a \$200 annual fee for a full season. An initial deposit of \$250 is also due with the first year of membership. This deposit* (minus a \$50 administrative fee) may be eligible for refund upon cancellation of membership (see below). Upon written request, \$125 (half of the \$250) deposit may be deferred until the billing cycle of the next year. This is offered as a courtesy so that you are not required to come up with the full amount for the first year of membership. For those who choose this option, the remainder of deposit (\$125) will be added to the following years' annual invoice.

Invoices for the annual membership fee are mailed in mid-February. Payment from outside members is due by **March 15th** in a normal season.

In a normal season, if payment is not received by March 15th, a second notice will automatically be sent which will include a \$15.00 service charge. **If a member chooses to join**, the member must then pay in full the annual maintenance fee, plus the \$15.00 service charge by April 30th. **If payment and paperwork are not received by April 30th membership activation may be delayed by one week after pool opening.**

IMPORTANT: In a normal season, if members have not notified us of their intentions by mail or email, PRIOR TO THE FIRST DAY OF THE SEASON, to either (a) Join or (b) cancel their membership, accounts which are not Paid-In-Full, including the late fee, are automatically forfeited. Forfeiture includes the loss of the \$250.00 deposit and all rights of membership.

MEMBERSHIP CANCELLATION

At any time during the year, outside pool members **in good standing** may cancel their membership in the Plantations Two swimming pool. Written requests to end your membership should be emailed to lynngubisch@gmail.com or mailed to **Accountable Bookkeeping Services, PO Box 562, Damascus MD 20872.**

Members who do not wish to rejoin must cancel their membership in writing *by April 30th* in order to receive the entire refundable portion of the security deposit *or by the first day of the season* to receive a partial refund. To cancel your membership, you must:

1. Send an email with your request, name and address to: lynngubisch@gmail.com;
2. Send a letter to Accountable Bookkeeping Services, PO Box 562, Damascus, MD 20872; or
3. Write on your annual invoice that you choose to cancel the pool membership, sign the bill and mail it to Accountable Bookkeeping Services.

Notice: Members who joined prior to the 2007 Pool Season will receive \$250.00 (the refundable initiation fee/deposit). Members who joined for or after the 2007 Pool Season will receive \$200.00 (the deposit minus \$50.00 administrative fee). For requests received between **May 1st** and the first day of pool opening, members will receive \$175 (the deposit minus a \$75 fee). Requests received **by members who are not in good standing** once the pool season has started (**i.e., annual dues have not been paid**) will not receive a deposit refund.

Please direct any questions regarding the financial policy of the Plantations Two Community Association to the Pool Committee (plantations2pool@gmail.com).