

HERITAGE WOODS POA (Spring Knolls Resident)

2023 Pool Registration/Census Form

(Must be completed every year to register for the pool facility)

ADDRESS:		EMAIL:	
Owner / Primary Tenant Name:	Mr. / Ms / Mrs.		
Home Phone #:		Work/Cell Phone #:	
Adults in this unit: <small>(Pls give their first & last names)</small>	1.	2.	
Children in this unit: <small>(Pls give their first & last names AND age)</small>	1.	2.	
	Age:	Age:	
	3.	4.	
Age:	Age:		
<small>(If you RENT)</small> Name & Address of the unit OWNER:			
Lease expiration date: <i>All tenants MUST PRODUCE a copy of their lease agreement at the time of registration. (No exceptions)</i>		
Your EMERGENCY contact: <small>(Pls give their Name, address, home & cell phone numbers)</small>			

___ I AM PURCHASING A 2023 POOL MEMBERSHIP AND HAVE MAILED (or left in the white community mailbox at the clubhouse) MY MONEY ORDER MADE PAYABLE TO HERITAGE WOODS POA in the amount of \$450.00.

___ I HAVE MISPLACED THE 2022 BADGE AND REQUIRE A NEW BADGE. ENCLOSED IS MY MONEY ORDER FOR \$_____ (\$5.00 FOR EACH NEW BADGE) MADE PAYABLE TO HERITAGE WOODS POA.

___ I AM PURCHASING ADDITONAL GUEST POOL PASSES AND HAVE ENCLOSED MY MONEY ORDER FOR (\$20 FOR EACH GUEST PASS) MADE PAYABLE TO HERITAGE WOODS POA.

___ I require ___ PARKING DECALS.

I (we) hereby certify the foregoing to be the truth. I (we) have read and agree to abide by all the pool rules in effect at all times failing which my (our) pool passes may be revoked and further action taken.

Signature

Signature

Office Use Only

Resident Pass Issued:		Guest Pass Issued #:	
Amount & Form of Payment if applicable:			
Type of Id:			
Other:			

HERITAGE WOODS POA

c/o FirstService Residential

21 Christopher Way

Eatontown, NJ 07724

Customer Care Center: 800-870-0010

Eileen.Szelewicki@FSresidential.com

IMPORTANT POOL INFORMATION

TO: Spring Knoll Residents

FROM: Eileen Szelewicki, Community Manager
FirstService Residential

DATE: March 24, 2023

RE: 2023 POOL INFORMATION

The summer of 2023 is upon us!!! Let's get our sunscreen, towels, bathing suites and oh yes.... Our 2023 Pool Passes ready!! Don't wait, now is the time. Following is pool information and Pool Pass procedures for the 2023 pool season. All completed documents and money orders can be placed in the **white Community Mailbox located at the Heritage Woods POA clubhouse.** No postage necessary!

THE FEE FOR THE 2023 POOL SEASON IS: \$450.00

IMPORTANT – PLEASE READ

The pool passes and/ or additional stickers will be left with the Pool Gate Keeper for pickup during the days and times the pool is open starting Memorial Day weekend and will remain there until you have picked them up. In order to ensure you receive your pool passes and / or stickers in time for the pool opening Memorial Day weekend, please have all information to Eileen Szelewicki by **April 30th**. Anything received after may not be ready in time for Memorial Day weekend.

Please take this moment to find the 2022 photo pool passes and if you do need new ones now is the time to send the needed information to ensure the 2023 pool passes/ stickers are waiting for you with the Pool Gate Keeper! Don't wait until the Friday before a beautiful summer weekend to realize you need them.



Please complete the enclosed Pool Facility Membership Form, and return same to the Heritage Woods POA white Community Mailbox located at the clubhouse with a MONEY ORDER MADE PAYABLE TO HERITAGE WOODS POA for \$450. Please note that validation stickers and/or photo passes will NOT be issued until the enclosed form is returned with the money order. **Upon receipt of the completed form and money order, validation stickers and/or passes will be left with the pool gate keeper (see the note above).**

- 1. ONE FREE GUEST PASS CARD** - For the 2023 season, each household will be given one free guest pass card with 10 places for the lifeguard to punch holes for each guest with you at no charge. The guest pass is the one with no photo on it. Please note; a household is only permitted to have 6 guests per day. **The guest pass cards will have no expiration date so save them for next year if you have not used all the punches on them - ☺.**
- 2. PURCHASE OF ADDITIONAL GUEST PASS CARD(S)** - If you wish to purchase additional GUEST PASS CARD(s), you may do so by submitting a money order made payable to **Heritage Woods POA** in the amount of **\$20 per guest pass**. If you are interested in purchasing guest passes, **please indicate same on the enclosed form and return the form**, along with a money order, payable to **Heritage Woods POA**. **Money Order should be submitted with your membership fee.** You can also purchase guest passes in the middle of the summer as well. Please contact Community Manager, Eileen Szelewicki, via email Eileen.Szelewicki@FSResidential.com to advise same.

3. **NEW HOMEOWNERS** – New homeowners will be issued 2023 photo badges at no additional charge. Please include **a 1” x 1” photo** with the name of the person on the back of the picture and their age. We also need proof of residency of each person in your home, i.e., utility bill, report card, etc. Children under the age of FOUR (4) years old or younger will not be issued a photo ID pass. Proof of residency is required for each permanent resident that will be issued a pool pass which also includes children five (5) through eighteen (18).
4. **CURRENT OWNER, BUT LOST YOUR PHOTO POOL PASS** -. If you have lost your photo badge, replacement badges will cost **\$5.00 each**. Please include **a 1” x 1” photo** with the name of the person on the back and their age. We also need proof of residency of each person in your home, i.e., utility bill, report card, etc. Children under the age of FOUR (4) years old or younger will not be issued a photo ID pass. Proof of residency is required for each permanent resident that will be issued a pool pass. This includes children five (5) through eighteen (18).

Please should you have any questions regarding the pool pass procedure, please contact Eileen Szelewicki, Community Manager, at 1-800-870-0010 or Eileen.Szelewicki@FSResidential.com.

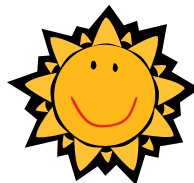
Enclosed please find the 2023 Pool Rules that also include the days and hours the pool is open.

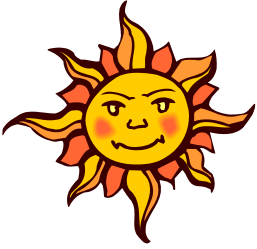
PHOTO POOL PASSES AND /OR STICKERS WILL BE ISSUED ONLY IF ALL PROPER DOCUMENTATION IS SUBMITTED:

- **PROOF OF RESIDENCY – I.E., UTILITY BILL WITH THE RESIDENTS NAME, REPORT CARD, CELLPHONE BILL, ETC. (IF A NEW RESIDENT).**
- **PHOTO, IF A NEW PASS IS NEEDED, WITH THE NAME AND AGE ON THE BACK OF EACH PHOTO.**
- **MONEY ORDERS FOR THE CORRECT AMOUNT. (PAYABLE TO HERITAGE WOODS POA).**
- **POOL MEMBERSHIP FORM IS FILLED OUT COMPLETELY AND RETURNED WITH ABOVE.**

REMEMBER TO KEEP YOUR BADGES FOR NEXT YEAR’S POOL SEASON.

**On behalf of your Management Team and your
Board of Trustees have a safe and enjoyable Summer!**





HERITAGE WOODS POA 2023 SWIMMING POOL RULES AND REGULATIONS

1. POOL SEASON

Dates of Operation:

May weekends only:	May 27 th , 28 th and 29 th
June weekends only:	June 3 rd , 4 th , 10 th , 11 th , 17 th and 18 th
Daily:	June 19 th to September 4 th

Hours of Operation:

May 27 th , 28 th and 29 th :	11:00am to 6:30pm (weekend)
June 3 rd , 4 th , 10 th , 11 th , 17 th and 18 th :	11:00am to 6:30pm (weekends & holidays)
June 19 th to September 4 th :	11:00am to 6:30pm – weekends & holidays 11:00am to 6:30pm - weekdays

Swimmers will not be admitted to the pool area 15 minutes before the schedule closing time.

Residents and prepaid Spring Knolls members will be issued a photo pool pass card with current year sticker affixed to it; entry will not be permitted without the photo pool pass with the current year sticker. Each household will be permitted to bring six (6) guests per day. Guests will be allowed entry with the resident with a valid Guest Pass Card. Guests must be accompanied by the resident at all times.

2. LIFEGUARD INFORMATION

AUTHORITY

1. On all matters concerning safety, the lifeguard has absolute authority.
2. At the lifeguard's discretion, the lifeguard may refuse admission, discipline or expel anyone from the fenced pool enclosure for violating pool rules or acting in an unsafe or objectionable manner.
3. Failure to adhere to the direction of the lifeguard or Management, will result in the loss of privileges for the remainder of the day/or possibly remainder of the season.
4. Conversations with the lifeguard should be kept to a minimum to allow proper administration and performance of his/her duties.



3. ADMITTANCE

NO ONE IS ALLOWED TO ENTER THE POOL WITHOUT THE PRESENCE OF A LIFEGUARD. VIOLATION OF THIS POLICY WILL BE CONSIDERED TRESPASSING.

A. DRESS CODE

- A. All members are required to be in proper bathing attire.

B. Cut-offs are not permitted.

B. HEALTH PRECAUTIONS

- A. Any person showing evidence of skin disease, sores or inflamed eyes, cold, nasal or ear discharges or any communicable disease shall be refused admission.
- B. Person with excessive sunburn, open blisters, cuts or bandages shall be refused admission.
- C. In compliance with the State Sanitary Code, all persons must shower before entering the water. Without showering, body chemicals from sweat glands can build up and cause a chemical reaction in the pool, which could irritate the skin. Showering will help to reduce this potentially uncomfortable condition.

C. PETS

- A. No animals, except Seeing Eye dogs, shall be allowed in the pool area.

D. GLASS

- A. No glass containers of any kind are permitted in the pool area.

E. FOOD

- A. Food is permitted at the pool. Residents and prepaid Spring Knolls members and Guests are responsible for cleaning up all trash/debris.

F. DRINKS

- A. Drinks are permitted at the pool; however, no glass containers of any kind will be permitted.

G. ALCOHOL

- A. Alcohol is **STRICTLY PROHIBITED** in the pool area.
- B. Persons suspected of being under the influence of drugs or alcohol shall be refused admission to the pool area.



H. SMOKING

- A. Smoking in the pool area is not permitted.
- B. Full extinguishment and disposal of cigarette remains is required into the appropriate trash receptacle prior to entering the pool area.

I. RECREATIONAL VEHICLES

- A. At the discretion of the lifeguard, usage of kickboards, inner tubes, toys or other recreational devices may be permitted based on safety considerations. Flotation devices are limited to the soft, inflatable type only.

J. CHILDREN

- A. Individuals **under 13 and under must be accompanied** by an adult (18 years or older). “Young” minors left unsupervised may create an unsafe condition, as well as an unnecessary liability risk to others. When not a parent, adult may only supervise a maximum of two (2) children.
- B. The lifeguard has the option to restrict use of the pool to any individual whose swimming ability is questionable.
- C. Waterproof plastic pants must be worn by children who are not toilet trained.

- D. Baby carriages, strollers and/or wheeled carts are allowed in the fenced area surrounding the pool enclosure, provided the items are kept against the fence.

K. MEMBERSHIP

- A. The pool facility is for the exclusive use of Heritage Woods residents and guests as well as prepaid Spring Knolls members and their guests.
- B. **Use of the pool is restricted to members in good standing and guests only. Delinquent members or members in violation of the Association's Rules and Regulations shall not be admitted to the pool until such time as good standing status is restored.**

Upon entering the pool, residents and prepaid Spring Knolls members will be required to present their pool pass photo ID with the current year sticker, sign in with the Badge Checker. Please ensure your name (and your guests) and address is legible in the sign in book. **Members are required to surrender their pass to the Badge checker upon signing in.** Members will retrieve their passes from the Badge Checker prior to leaving the pool area for the day. Members will not be permitted to use the pool if their pass is not surrendered to the Badge Checker. The prepaid Spring Knolls members who have not returned the completed signed pool facility membership form to management will not be permitted to enter the pool area.

1. Guests -

- A. Guests must be accompanied by a member in good standing.
- B. Members are required to sign in guests with the lifeguard each visit.
- C. Each household will be given one Guest Pass Card at no charge. Residents and prepaid Spring Knolls members must provide the Guest Pass Card and the pass checker / lifeguard will punch the card for each guest (maximum of six (6) guests per household per day). Additional Guest Pass Cards must be purchased in advance through the management company ONLY--\$20.00 per card, good for ten guests. Guest Pass Cards will not be available at the pool gate. Cash/checks will not be accepted by the Badge Checker.

2. Pool Capacity -

- A. **In accordance with State Sanitary Code, the Pool Management firm reserves the right to limit the number of persons in attendance at any time to the estimated capacity of the pool.**

4. CONDUCT

- A. Any personal injury sustained on the premises must be immediately reported to the lifeguard. An incident report must be completed with the lifeguard on the same day that the incident occurred.
- B. No running, pushing, horseplay, wrestling, roughness, rowdyism or other conduct affecting the safety and comfort of others shall be permitted.
- C. Diving is not permitted under any circumstances.
- D. Deposit all trash / recycling in available receptacles before leaving the area.
- E. The Pool Management Firm and the Association will not be responsible for the loss, damage or destruction of any personal property.
- F. All persons using the pool do so at their own risk. The Association assumes no responsibility for any accident or injury in connection with such use of, any loss, or damage to personal property. Persons using the pool area agree not to hold the

Association liable for any actions of whatever nature occurring within the pool area. Homeowners / Members are strictly responsible for the actions of their children, tenants and/or guests.

5. **POOL PHONE**

A. Provided for the use of official pool business or emergency use ONLY.

6. **RAIN POLICY**

A. Swimmers must vacate the pool area during thunderstorms or heavy windstorms for their own safety as directed by the lifeguard.

HAVE A WONDERFUL AND SAFE SUMMER!!!!

