



Dear Homeowner,

Maredith Management, LLC, AAMC introduced a new electronic pool pass system last year. Everyone who visited our office was issued a permanent pool pass with their photo ID. Your pool passes will be activated or deactivated each summer based on the status of your Homeowners Association account balance. With exception to the few circumstances outlined below, there will no longer be any need to visit the Maredith Office or the Community Center again for pool pass renewal. You are ready to swim!

- **If you are new to the community or have never received an electronic pool pass** you will need to complete the registration form on the reverse side and return it to Maredith Management. When it is convenient for you to visit our office please do so in order to have your photo taken. Your pool pass ID cards will be printed on the spot for you and your family to enjoy the pool on the same day.
- **If your pool pass was lost** you will need to complete the registration form on the reverse side and mail it to our office with the \$25 replacement pool pass fee made payable to Maredith Management. Pool passes will not be mailed. They will be in will-call at the Maredith Office for you or a member of the household to pick-up on your behalf; there is no need to sit for another photo.
- **If you will be entering into a new age bracket** you will need to visit the Maredith Office to update your photo and receive a new pool pass in order to be eligible for the pool privileges associated with each age bracket. Your pool pass ID card will be printed on the spot.

Pink:	Age 0 – 10 (under 5 no photo necessary)
Green:	Age 11-15
Blue:	Age 16-17
Yellow:	Age 18+

Pool passes will be processed at Maredith Management beginning April 4, 2011 during regular business hours, **Monday – Wednesday 7:30am-6:00pm and Thursday 7:30am-7:00pm**. In addition to our regular business hours we will offer two (2) opportunities to obtain pool passes on a Saturday. We will be open from 10:00AM-2:00PM on the following Saturdays for pool pass business only:

Saturday, May 28, 2011

Saturday, June 4, 2011

If you have any questions please e-mail info@maredithmgmt.com.

Sincerely,

Maredith Management, LLC, AAMC

**Sheffield Neighborhood Association
2011 Pool Registration Form**

Property Address:
Owner #1:
Owner #2:

Is this property a Rental Unit? Circle One. YES NO
Are you new to the community? If so, when did you move in?
Please note: Owners registering tenants for pool passes, may not obtain pool passes for themselves. Only one (1) family per household may register for pool passes. Tenants are not eligible to receive pool passes until the owner completes this Registration form. Owners: please complete this form and send it with your Tenant if you wish to assign privileges to your Tenant.

Section 2. Please identify all residents who will be obtaining an electronic pool pass during the 2011 season. Each resident must visit the Meredith Management Office beginning on April 4, 2011 in order to obtain a pool pass. Residents will not be admitted to the pool without an electronic pool pass. If you misplace your pool passes, there will be a \$25.00 replacement fee for each pass. All residents must be registered using this form. Owners must personally accompany any resident not registered to our office in order to make an addition.

Last Name	First Name	Middle Initial	Date of Birth Children under 18 only	Pool Pass #

Please read carefully and sign below:
I agree as follows: All individuals registered on this form reside at the above referenced property address. If requested to do so, I will provide proof of residency or legal documentation of child custodial arrangements as required by the Board of Directors. Failure to comply with this agreement or providing false information will result in the revocation of all pool passes for this property address. Failure to follow pool rules and/or directions or instructions by pool management staff are grounds for immediate dismissal from the pool and revocation of all pool privileges for the duration of the season. All decisions of the Board of Directors and Pool Management are final.

Signature of Property Owner