SYCAMORE HILL HOMEOWNERS ASSOCIATION, INC. 402 Ginkgo Terrace, NE; Leesburg, Virginia 20176

March 2018

Dear Homeowners and/or Residents,

The 2018 swim season at the Sycamore Hill HOA pool facility is schedule to commence in May 2018 weather permitting. Primus Pools will be managing the pool again this year. The Board of Directors of Sycamore Hill HOA is confident Primus Pools will provide a high level of service by keeping the pool clean and safe.

Pool hours of operation: During school -3:00 p.m. -8:00 p.m.

After school season - 10:00 a.m. - 8:00 p.m.

daily including holidays

REGISTRATION

Enclosed is a pool pass application form, which must be completed to use the swimming pool. Include the names of all residents, who will use the pool. (Proof of residency is a must). Town of Leesburg occupancy limits apply. Please do not list anyone other than the persons residing in your household. All Homeowners and Residents must provide proof of address (i.e. driver's license, utility bill, identification card with address, etc.) which lists a Sycamore Hill HOA address. Persons under the age of two will not need a pass.

POOL ADMITTANCE

If you are more than sixty (60) days delinquent in the payment of your monthly assessments, you will be contacted by the Association to schedule a hearing to consider suspension of your privileges to use the recreational facilities, including the pool. If the Board decided to suspend your privileges at the hearing, your pool pass will be revoked and/or you will not be issued a pool pass if the passes have not yet been distributed.

Patrons must have a pool pass to be admitted to the pool at anytime. The guards will strictly enforce the use of these pool passes for admittance. Every Sycamore Hill residence will be allocated up to one pass per occupant with proof of identification for the season. All homeowners will receive a complimentary guest pass with 10 free guest visits. Thereafter, additional guest passes may be purchased for \$10.00 each at the onsite HOA office. Payments may be made by check or money order payable to Sycamore Hill HOA. NO CASH will be accepted.

All homeowners/residents must accompany their guests. Please sign in and out when entering and exiting the pool area. Information obtained from the sign-in sheets will be used to monitor pool operations.

NON-RESIDENT OWNER/TENANTS

When a unit is leased, only the tenants or owners may use the pool, not both. Non-resident owners, who intend to use the pool, should follow the normal registration instructions. If the tenant will be given the pool privileges, the non-resident owner must sign the statement at the bottom of the pool application form and provide a copy of the current lease agreement. (Please note any residence, which is leased, should already have a valid lease on file. The tenant, who may then register for pool passes, should complete the top portion of the form.)

Please return the completed application to the onsite HOA office to receive your pool passes.

Please review the rules and regulations that are enclosed. Should you have any questions regarding the use of the pool, please contact the onsite HOA office at 703-669-2969.

Sincerely,

Kimberly Spiegel General Manager

SYCAMORE HILL HOMEOWNERS ASSOCIATION, INC. **2018 POOL PASS APPLICATION**

Address:				
Home Phone:	Cell Pl	Cell Phone:		
Work Phone:	Email A	Email Address:		
Names of Members – N	OTE: PERSONS UNDER 2 YEARS O	OF AGE DO	NOT REQUIRE A	A PASS.
NAME			AGE	
members of my househo	he above unit of Sycamore Hill HOA, I old listed above. We have read and ur pool and hereby agree to abide by sa	nderstand t		
Signature of Owner/Ten	ant	_		
the owner or tenant of the homeowners with tenant	e signed by the owner of the address lime Property. Everyone listed on this forts must provide the HOA with a current renant(s). Town of Leesburg occupa	rm must sh t copy of th	ow proof of full-time lease and be res	ne residency. All
OWNE	R RELEASE STATEMENT (FOR 1	ΓENANΤ'	S USE OF POOL	-)
	, Owner, privileges to a 2018 pool pass for use by tenants and their family as listed on	of the swir		located at
OWNER: Please sign b receive passes. Only petime residency as stated	elow and forward this form to your tenersons listed on the lease will be eligible above.	ant, who wi le to receiv	ill complete the top e passes with prop	portion to per proof of full-
Date	Signature of Owner			
	Pegistration Instru	uctions		

- ✓ Complete the Enclosed Pool Application Form
- ✓ Residences, which are leased must obtain owner's signature.
- ✓ Did you keep your 2017 pool pass? Get it updated at no cost. Just provide completed pool application form and proof of residency.
- ✓ There is a \$10.00 fee to replace any lost or discarded pool passes (No cash).
 - ✓ Review the pool rules.

SYCAMORE HILL HOMEOWNERS ASSOCIATION, INC. 2018 SWIMMING POOL RULES AND REGULATIONS

PURPOSE: The pool is for the use of Sycamore Hill HOA members and guests. The following rules are intended to provide a safe and enjoyable environment for all Sycamore Hill residents.

Sycamore Hill Homeowners Association assumes no responsibility for any accident or injury in connection with the use of the pool. Upon acceptance of the family and guest pool passes, all persons use the pool at their own risk.

The guards are responsible for enforcement of pool rules and have the authority to deny members use of the facility for infraction(s) of the rules. In cases of disagreement with the interpretation of the rules, the guard's interpretation will prevail until the member of the Association's Board of Directors or its representative assigned to monitor pool operations is consulted.

Guards reserve the right to determine if any pool activity potentially jeopardizes the safety of other users of the pool and to stop such activity. This includes but is not limited to jumping into the pool, throwing and catching ball, Marco Polo games, etc. running, pushing, wrestling, diving into the pool, dunking, splashing, standing or sitting on shoulders, use of profane language, spouting of water, spitting or similar unhygienic actions, excessive running of showers and loitering at the front or within the bath house are not permitted.

The posted hours are the operating times of the swimming pool. NO ONE will be allowed to use the pool outside of the posted hours. Due to safety and liability considerations, trespassers of the pool area and/or vandals will be prosecuted to the fullest extent of the law.

Admission shall be refused to any person(s) having infections, inflamed eyes, colds, nasal or ear discharges, poison ivy, excessive sunburn, open sores or any visible communicable condition. Exceptions may be based on a physician's certification.

Members must escort their guest(s) at all times and are held responsible for their guests' action. Please acquaint your quest(s) with pool rules listed below.

- 1. Swimmers are encouraged to shower before entering the pool area and after using tanning solutions.
- 2. Radios are allowed as long as they are at a level for only the owner to hear and do not disturb other residents or guests. Ear plugs/pieces are encouraged.
- 3. No pets are allowed in the pool area. Service animals are allowed.
- 4. Life preservers and water wings may be worn in the pool at the discretion of the guard. Guards reserve the right to determine the use of any and all equipment.
- 5. Any person wishing to swim in water above their shoulders will be required to show reasonable swimming skills at the lifeguard's request. Safety is of prime concern.
- 6. Persons under the age of 12 must be accompanied by parent, guardian or caregiver who can swim and written parental consent is provided for such supervision.
- An adult must be present at all times with young children in the pool/wading pool. Babies must wear diapers, tight fitting rubber pants, and snug fitting bathing suits. In case of an accident, please notify a guard immediately.
- 8. No one over the age of six is permitted in the wading pool. Exceptions can be made by management and guards only.
- 9. A 15-minute rest break will be called at the end of every hour for all patrons of the pool.
- 10. Bicycles are not allowed in the bathhouse, pool deck or left unattended in the common area.
- 11. Inappropriate attire as determined by the guard or onsite HOA manager is not allowed.
- 12. Glass bottles, glass containers or products made with glass are not allowed in the bathhouse or pool area.
- 13. All food must be kept away from the pool. The guard has a broom and dustpan for use if a homeowner, resident or guest has spilled food on the pool deck.
- 14. Members are encouraged to pick up refuse and deposit into the trash receptacles provided.
- 15. Consumption of alcoholic beverages on pool grounds is prohibited at all times. Anyone who is caught with alcohol will be suspended from the pool for sixty (60) days after the opportunity for a hearing by the Board of Directors.
- 16. Smoking will be allowed ONLY at a location designated by the Management. Smoking in other areas will not be tolerated and may result in removal from the pool. Designated area: To the right of the entry to the pool house. Please deposit cigarette butts in the designated container.
- 17. Pool furniture and other pool facilities are for the benefit of all and are to be shared equitably.
- 18. Please do not swim in the lap lane when occupied by an individual swimmer.
- All swimmers must wear proper swimwear. No street clothing (i.e. gym shorts, tank tops, sport tops, t-shirts, etc.) You will not be allowed in the pool to swim.

Sycamore Hill Homeowners Association will not be responsible for loss of or damage to members' personal property. All articles left in the shower rooms or on the pool deck are left at the member's own risk.

Repeat offenders may be barred from the pool for periods of time up to sixty (60) days after the opportunity for a hearing by the Board of Directors.

Please consider that the pool guard is not hired to absorb the anger of a member. Please report any concerns to the HOA manager, who will listen to your concerns and/or complaints.