

April 26, 2024

RE: 2024 Community Pass Application and Rules and Regulations

Dear Twin Oaks Homeowners and Residents:

The Twin Oaks Farm Association Pool will open for the 2024 swimming season on Saturday, May 25, 2024, and continue operations through Monday, September 2, 2024. Enclosed please find an application for community passes and guest pool passes as well as a copy of the rules and regulations governing the operation and use of The Twin Oaks Farm Association pool. Please read the rules and regulations carefully.

If you wish to electronically complete the pool registration form, please visit www.twinoaksfarmhoa.com for an electronic community pass application. This online application can only be used by owners **renewing** their passes from 2023. If you are a renter, your landlord must still fill out & sign the application prior to submission.

Only owners/residents of the Twin Oaks Farm Homeowners Association will be issued community passes. Owners who live in the community and are current with their assessments and have no outstanding violations against their lot must complete the application and forward it with any applicable fees (in the form of a check or money order made payable to Twin Oaks Farm HOA) to Gates Hudson Community Management using the address below. Community passes will not be issued until the enclosed application has been completed and submitted. If you received a pool pass in 2023, please check the appropriate box on the application and you will be sent the appropriate colored dot for the Category of Swimmer for the current season. This dot must be placed on the pool ID to validate it for the 2024 pool season. If you are a renter, **you and your landlord or his authorized agent must complete and sign the application.** Please include all fees in the form of a check or money order made out to "Twin Oaks Farm" and a copy of your current lease to validate your residency as a renter. Please make sure that your application is complete and signed by all required parties. **INCOMPLETE OR UNSIGNED APPLICATIONS WILL NOT BE PROCESSED.**

Use of Community passes for identification will also apply at the Community basketball court. Residents will need to have their passes when using or playing on the basketball court. If a Community/Pool pass is not available, then an ID with a Twin Oaks Farm address can be used and will serve the same purpose. This is how law enforcement will distinguish between the people who are allowed to use the court, and those that are trespassing. Additionally, this will allow use of the passes beyond the summer months and without additional costs to residents.

Renters will not be issued passes if the owner is in arrears with assessments, if there are outstanding violations against the lot, or if there is no current lease on file. Further, pool and community privileges for owners and renters will be revoked at any time that assessments go into arrears, there are violations of rules and regulations noted on the property or there is misconduct at the pool or on Association owned property (basketball court, play areas, etc.), after notice and the opportunity for a hearing. Residents must contact the managing agent in order to have these privileges reinstated.

Everyone entering the pool area must have a resident or guest pass. A maximum of eight resident passes per household will be issued. Guest passes can be purchased at GHCM a card of 10 passes for \$25.00 or 20 passes for \$40.00. You may purchase guest passes at the time of application by completing the appropriate information on the application and including the correct amount on your check or money order. (Cash or credit cards **cannot be accepted** for pool pass transactions.) Everyone entering the pool must sign in with and present their resident pool pass or guest pool pass to the guard on duty. Pool patrons must retrieve their passes when signing out to leave the pool. Residents over the age of 18 (Category I Residents) may have up to two guests. Resident swimmers between the ages of 13 and 17 (Category II Residents) are only allowed one guest. Non-swimmers in this age group or Category III Residents cannot bring guests to the pool without adult supervision.

NOTE: If you have unused guest passes from 2023, the passes will be honored for 2024.

Residents must mail, hand-deliver, or email all completed and signed applications and fees to:

Gates Hudson Community Management
Attn: Twin Oaks Pool Application
3421 Commission Court, #201
Woodbridge, VA 22192
Email Address: hpetty@ghacm.com

****Swimming pool personnel do not have the ability or the authority to process applications. Any application received at the office on or after May 20, 2024, will not be processed until after May 28, 2024. It is important to plan ahead so that you can take advantage of the start of the pool season.****

Should you have any questions, please do not hesitate to contact me or my assistants, Heidi Petty at hpetty@ghacm.com or Skylar Petty at spetty@ghacm.com at the telephone number below. Thank you for your cooperation and please enjoy a safe and fun pool season!

Sincerely,

Jennifer Cline
Portfolio Manager

Enclosures: 2024 Pool Rules
 2024 Community Pass Registration Form