



# The Management Group Associates, Inc.

A FULL SERVICE PROFESSIONAL PROPERTY MANAGEMENT COMPANY

## Norbeck Hills Homeowners Association Outside Pool Membership

April 3, 2015

Dear Sir or Madam:

The pool season is almost here! Norbeck Hills would once again like to extend an invitation to you to join the community pool. For 2015, the operating schedule is listed below:

|                              |                         |
|------------------------------|-------------------------|
| Opening Date                 | May 23, 2015            |
| School Days                  | 4:00 p.m. to 8:00 p.m.  |
| Weekdays after June 15, 2015 | 11:30 a.m. to 7:30 p.m. |
| Weekends                     | 11:00 a.m. to 8:00 p.m. |
| Holidays                     | 11:00 a.m. to 8:00 p.m. |
| Closing Date                 | September 7, 2015       |

If you are interested in joining the pool this season, please fill out the enclosed agreement and mail it along with your check for \$400 (family membership) or \$200 (individual membership) made payable to Norbeck Hills HOA to the address below. A photo of all members needs to be sent only if this is a new application or the members of your household have changed from last year.

In appreciation of your membership, Norbeck Hills will be offering one free guest pass to each family who purchases an outside membership. Each guest pass is good for an additional 10 free visits to the pool (maximum of 2 guests per day). Join now!

We encourage you to mail your family pool card application and Outside Pool Membership Agreement so that it is received by no later than **May 1, 2015** to ensure that your family pool card is ready and on file at the pool by opening day. There are a limited number of outside memberships available. Applications will be processed on a first come, first serve basis so get your information in early.

This year, we will also be offering a late season discount for families and individuals. For applications received after August 1, 2015, the cost for a family membership will be \$250 and the cost for an individual membership will be \$125. If you only need to use the pool for part of the season, we welcome you to take advantage of this new discounted membership.

Thank you for your attention toward the above and should you have any questions, please do not hesitate to contact me at (301) 948-6666.

Sincerely,

Ruchita Patel, Agent for  
Norbeck Hills Homeowners Association

RP/kmd

Enclosures

NH - III6, IIF3

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Please note that TMGA may be deemed a debt collector. Any information obtained from communication with our office may be used for that purpose.

**NORBECK HILLS HOMEOWNERS ASSOCIATION**  
**OUTSIDE MEMBERSHIP APPLICATION FOR 2015 FAMILY POOL CARD/VALIDATION**

20440 Century Boulevard, Suite 100 \*Germantown, Maryland 20874-7115 \* 301-948-6666 \* FAX: 301-948-6663  
[www.norbeckhills.org](http://www.norbeckhills.org)

**A. NAME, TELEPHONE (PLEASE PRINT)**

\_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_  
Last First MI

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Street Address

\_\_\_\_\_ Mailing Address (if other than above)

**Note: Household members are only those living at the residence listed above. Proof of residency may be required.**

**B. HOUSEHOLDS NEEDING 2015 VALIDATION ONLY: (You must still submit all household member information below even if you have an existing card on file to receive a validation sticker this year.)**

| Name (Last, First MI) | Age (if under 16 years old as of 5/23/15) |
|-----------------------|---|
| 1. _____              | _____                                     |
| 2. _____              | _____                                     |
| 3. _____              | _____                                     |
| 4. _____              | _____                                     |
| 5. _____              | _____                                     |

**Check here if updated photo is enclosed**

**C. HOUSEHOLDS NEEDING A NEW FAMILY PASS CARD (new photo is required - attach to this application):**

( ) New Family Pass Card for household

| Name (Last, First MI) | Age (if under 16 years old as of 5/23/15) |
|-----------------------|---|
| 1. _____              | _____                                     |
| 2. _____              | _____                                     |
| 3. _____              | _____                                     |
| 4. _____              | _____                                     |
| 5. _____              | _____                                     |

**Check here confirming that new photo is enclosed**

See outside pool membership agreement form on reverse.

**Norbeck Hills Homeowners Association  
Outside Pool Membership Agreement 2015**

As a recipient of pool privileges from the Norbeck Hills Homeowners Association for the 2015 season I, authorized representative of the (please print last name) \_\_\_\_\_ family, hereby agree to and understand that we are bound by the following terms and conditions:

1. I agree to abide by the pool policies, rules and regulations as set forth by the Norbeck Hills Homeowners Association. I acknowledge receipt of a copy of such policies, rules and regulations, and that they are subject to change from time to time. I understand that any infraction or violation of these pool rules by myself, any member of my family, or by any one of my guests gives cause for the pool management company, The Management Group Associates, or a member of the Board of Directors to dismiss any of the above mentioned persons from the pool property of Norbeck Hills for the remainder of the day, or for an extended period of time as specified by the Board of Directors.
2. My family, guests and I agree to respect the facilities of the Norbeck Hills Homeowners Association, its pool and all property and equipment contained therein and will not damage or abuse the facilities, property or equipment in any way. I agree to pay all costs of any damage caused by the negligence or willful misconduct of my family or guests.
3. My family, guests, and I agree to act in accordance with any rules, requirements or recommendations, as set forth by pool management personnel in relation to pool management, the health and safety of all pool members, and the enjoyment in use of the facilities to which each member has a right.
4. Any violations of items 1, 2 or 3 above by any family member or one of their guests gives cause for the Norbeck Hills Homeowners Association, the pool management company, or their Agent to immediately terminate the family membership privileges of the violator. Upon termination of membership privileges, the member has no right to a refund of the membership fee in whole or in part.
5. Members shall have no right to a refund of their membership fee in whole or in part, no matter what the circumstances, unless the Board of Directors of Norbeck Hills determines otherwise.
6. I understand that the Norbeck Hills Homeowners Association has given all lifeguards and pool management personnel permission to remove any member or guest from the pool premises for being a nuisance to other pool members, violating pool rules, hindering pool management from performing their duties in any way, or vandalizing or destroying property of the Association or others.
7. I understand that parking facilities are available only in the lot directly adjacent to the pool and only during pool hours.
8. I hereby release, indemnify and hold harmless the Norbeck Hills Homeowners Association, its members, directors, officers, agents, employees and contractors from and against any and all claims, damages, liability and causes of actions, including costs and attorney's fees, arising in connection with the use of the pool and related facilities by myself, my family or my guests, whether for death, personal injury, property damage or any other cause or reason, or any combination thereof, whatsoever.

By signing this agreement, member agrees to abide by all of the above.

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Name \_\_\_\_\_

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Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

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Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**NORBECK HILLS HOMEOWNERS ASSOCIATION**

20440 Century Boulevard, Suite 100 \* Germantown, Maryland 20874-7115 \* (301) 948-6666

**SWIMMING POOL RULES AND REGULATIONS**

**GENERAL POLICIES:**

1. All members or guests using the pool area do so at their own risk and sole responsibility, and will be held responsible for all actions of their children and guests. All members and guests indemnify and hold harmless the Norbeck Hills Homeowners Association and its members, directors, officers, agents and employees from and against any claims, damages, injuries, violations, proceedings, lawsuits, actions and causes of action of any kind, including costs and attorney's fees, arising in connection with the use of the pool or pool facility or in connection with the acts or omissions of the use of the pool.
2. The Homeowners Association, its agents, and the pool management company assume no responsibility for any accident or injury in connection with such use, or for loss or damage to property. Persons using the pool area agree not to hold the community liable for any acts of a natural disaster which might occur in the pool area (such as lightning, etc.).
3. Each resident in Norbeck Hills will have an application on file at the pool along with a family and/or individual picture in order to gain admittance to the pool area. Each home will also receive one guest pass, good for 10 guest visits. All guests must be accompanied by a pool member and must register as they enter the pool area. Each household will be allowed a maximum of TWO GUESTS per day, unless prior written approval has been given by the management agent. No member may bring as a guest any person who has had their own pool privileges suspended or revoked.
4. Guest pass card: Members may purchase additional guest pass cards for \$20.00 each from The Management Group Associates or from pool staff. (Payment is by check only – so plan ahead).
5. The pool staff may deny access to any members cited for a major rule violation. The Norbeck Hills Homeowners Association will return privileges only after all violations or debts are corrected.
6. The cost of any property damage at the pool will be charged to the responsible party.
7. Certified lifeguards will be on duty during all hours of operation. They have the authority to use their discretion in the enforcement of all rules and regulations in order to provide and maintain a safe and healthy environment. The manager is in charge of the pool and is responsible for seeing that necessary regulations are obeyed. The manager has been directed by the Norbeck Hills Homeowners Association to dismiss from the pool any adult or child for any infraction of these rules or when safety is threatened. The manager can bar any person from the pool for up to one week for each violation or for the remainder of the season for three violations.

**SWIMMING POOL OPERATING REGULATIONS:**

1. CHILDREN UNDER 12 YEARS OLD MUST BE ACCOMPANIED BY AN ADULT 16 YEARS OR OLDER. CHILDREN OVER 12 YEARS BUT UNDER 16 YEARS WILL BE ALLOWED ADMISSION TO THE POOL ONLY WITH A SIGNED LETTER FROM A PARENT OR GUARDIAN WHICH HAS BEEN SIGNED IN THE PRESENCE OF THE POOL MANAGER OR ASSISTANT MANAGER. AT NO TIME WILL THIS RULE BE BENT OR BROKEN, SINCE LIABILITY BECOMES AN ISSUE, IF SUCH A LETTER AND SIGNATURES ARE NOT PROVIDED. ANY CHILD IN VIOLATION OF THIS RULE WILL HAVE THEIR POOL PRIVILEGES SUSPENDED/REVOKED. BABY-SITTERS OVER 14 YEARS BUT UNDER 16 YEARS WILL BE ADMITTED TO THE POOL W/WITTEN PERMISSION FROM BOTH THE BABYSITTER'S PARENT OR GUARDIAN AND THE CHILD'S PARENT OR GUARDIAN WHEN RECEIVED BY THE POOL MANAGER. PERMISSION SLIPS ARE AVAILABLE AT THE POOL AND MUST BE ON FILE AT THE POOL. ANY MEMBER WHO IS 16 YEARS OF AGE OR OLDER MAY BRING A GUEST TO THE POOL. A GUEST PASS CARD MUST BE OBTAINED FROM THE POOL MANAGER OR ASSISTANT. GUEST PASS CARDS CAN ONLY BE PURCHASED BY CHECK FOR A FEE OF \$20. THE GUEST MUST OBSERVE ALL POOL RULES OR THEY WILL BE ASKED TO LEAVE.
2. Individuals between the ages of 12 and 16 will be admitted to the pool alone when the following conditions are met: (1) parents agree in writing to allow the child to come unaccompanied, and (2) the child has demonstrated the ability to swim the width of the pool in good form as judged by the pool management.
3. Diaper-aged babies must wear rubber pants. Disposable diapers are prohibited. Babies may not be dressed in a swimsuit without a diaper and rubber pants.
4. Rest periods will be announced each hour by the pool staff. During this period, all individuals under the age of 16 must be completely out of the main pool.

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### SWIMMING POOL RULES AND REGULATIONS

5. Children using the wading pool are the responsibility of the parent(s), not the lifeguards, and must be accompanied by an adult at all times. Children over 5 years of age are not permitted in the wading pool.
6. The pool may be closed at the discretion of the pool management in case of thunder, lightning, rain or operational breakdown.
7. Alcoholic beverages are prohibited from the pool area. Persons under the influence of alcohol or drugs will not be permitted in the pool area.
8. Rafts, inner tubes, noodles, swim masks, snorkels, balls or other play equipment are prohibited from use in the main pool except on specifically scheduled dates. GOGGLES may be worn. PLEASE NOTE: GOGGLES are a device that covers the eyes only. Children may also wear federally approved safety devices such as a life jacket when accompanied by an adult.
9. Pets are not allowed in the pool area.
10. Radios, and CD, digital music, video and cassette players must be used with earphones at the pool facility. During rental of the pool facility for private events, stereos or other music may be played without earphones, provided that it does not disturb neighboring residents. If so requested, the pool facility renter will be required to turn down the volume of the music so as to not create a disturbance. Such action will be done respectfully, and without delay. During private rental of the pool facility, all music, regardless of volume, will be turned off by 10:00 p.m.
11. Only authorized personnel are permitted in the pool office and filter, chemical and equipment rooms, on the guard stands or in the guard gate kiosk. Persons should stand at the guard gate kiosk only when signing in or out of the pool or requesting assistance. There shall be no loitering at guard gate kiosk. Failure to abide by this rule will result in immediate expulsion from the pool for one week.
12. Abusive or inappropriate language and/or behavior are prohibited and will result in immediate expulsion from the pool. Such an infraction counts as one violation of the pool rules.
13. Unauthorized persons found inside the pool enclosure while the pool is closed will lose their privileges for the remainder of the season and will be prosecuted for trespassing.

### SWIMMING POOL PERSONAL HYGIENE AND ATTIRE

1. Before entering the pool, persons must take a cleansing shower.
2. Any persons having apparent skin disease, sore or inflamed eyes, cough, cold, nasal or ear discharge, wearing Band-Aids or bandages, or having any communicable diseases shall be excluded from the pool.
3. Spitting, spouting water, blowing the nose and similar unhygienic actions are prohibited in the pool. No chewing gum is allowed.
4. Swimmers must wear appropriate bathing attire. No cut-offs, dungarees, etc., as determined by the pool management.
5. No person shall brush or comb their hair while in the pool.

### SAFETY RULES

1. No boisterous or rough play is permitted inside the perimeters of the bathhouse and fenced areas. Heelys, skateboards, rollerblades, razor scooters or similar equipment are not permitted on the pool premises, including the parking lot.
2. No running in the shower rooms or on the pool deck area.
3. Only one person at a time is permitted on the diving board, and ladder. Dives must be straight out and away from the board.
4. Divers should swim to the nearest side of the pool to exit. One must wait until preceding diver swims clear (to ladder) before diving. No swimming is allowed in the diving area while the diving board is in use.

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**SWIMMING POOL RULES AND REGULATIONS**

5. Glass containers are prohibited from the pool area. Food is to be consumed only in the designated deck area. Waste from the consumption of food or beverages must be deposited in the containers provided.
6. The number of strollers permitted will be at the discretion of the lifeguard. No other wheeled vehicles with the exception of wheelchairs will be allowed in the pool area. Skateboards and roller blades are prohibited.
7. Persons must stay clear of the guard stations and not loiter at the check-in desk.
8. Smoking is strictly prohibited on pool grounds, inside and outside the fencing.
9. No rollerblades, heelys, razor scooters, skateboards or similar equipment may be used on the pool premises, including the parking lot.

These rules may be changed or amended at any time by the Board of Directors for Norbeck Hills Homeowners Association.