

ManorGate

Pool Rules

Tennis Court Rules

Community Center Rules

Multi-Purpose Court Rules

Pool Rules

The Green Trails Homeowners Association (HOA) pool facility regulations have been adopted by the Board of Directors and are established to ensure the safety, protection, and enjoyment of all individuals using the pool facilities. Cooperation with these regulations will help afford pleasant relaxation and recreation for all concerned. These regulations take precedence over all previously adopted pool regulations.

Pool Hours

The community pool will open from Memorial Day weekend through Labor Day weekend.

While school is in session, the hours are:

Weekdays:	3:00 p.m. to 8:00 p.m.
Weekends & Holidays:	11:00 a.m. to 8:00 p.m.

After school is out for the summer, the hours are:

Weekdays:	11:00 a.m. to 8:00 p.m.
Weekends & Holidays:	10:00 a.m. to 8:00 p.m.

Please note on the 4th of July holiday, the pool will close at 6:00 p.m.

Pool Access

The homeowner must be in **good standing** with the Green Trails Homeowners Association (GTHOA). Homeowners not current with assessments or have architectural infractions can have Pool and Tennis Court privileges suspended for 60 days at a time, and an additional 60 days suspension can be imposed at the discretion of the Green Trails Homeowners Association Board of Directors.

Pool passes will be issued by the Management Agent in the April/May time frame. Residents will complete the Green Trails Homeowners Association's Pool Pass Application and submit it to the Management Agent in a timely manner to ensure they have their passes before the pool opens Memorial Day weekend. The application is required to ensure the pool staff have the appropriate emergency information. Residents who do not have passes on opening day will be denied use of the pool. The pool opens on a Saturday, hence there may not be a Management staff member to process

applications. The pool manager and/or lifeguards are not authorized to issue pool passes and cannot grant exemptions to this pool pass requirement.

Overnight parking, storage, repair or oil changing of any kind or type of vehicle is **not** permitted in the parking lot of the Community Center. Unauthorized vehicles and vehicles parked overnight will be *towed at the owner's expense*.

Homeowners have first right of refusal to pool passes on rented properties. The property owner can elect for the renters to have access to the pool, if the owner decides not to use the pool. Landlords will be advised of and held accountable for their renter's misconduct or damage fees.

Members are responsible for the cost of any property damage or expense incurred.

The association will not be responsible for loss or damage to personal property.

1. All residents, six (6) years of age or older, must have a ManorGate Pool Membership card. Replacement for lost pool passes cost \$5.00 and can be obtained through Sequoia Management Company, Inc.
2. All residents must sign-in at the guard's desk before entering the bathhouse.
3. All persons using the pool do so at their own risk. ManorGate assumes no responsibility for any accident or injury in connection with such uses for any loss and/or damage to personal property.
4. Use of the pool may be temporarily suspended for special events, swim meets, weather conditions, or when other situations dictate. In the event of lightening or thunder, the pool and deck area must be cleared for a minimum of 45 minutes. The pool shall reopen after such a suspension unless it is after 8:00 p.m.
5. Persons using the pool are not to hold ManorGate liable for any actions of whatever nature occurring within the pool area. Also, members will be responsible for the actions of their children and guests.
6. All persons shall obey the instructions of the lifeguards.
7. No persons shall use the pool unless it is officially open and lifeguards are on duty. Unauthorized use of the pool after hours will constitute a trespass and all violators will be prosecuted.
8. Only authorized persons are allowed in the pump room.

9. Persons must stay clear of the guard stations and not loiter at the check-in desk.
10. All persons are required to wear an appropriate bathing suit (no cutoffs or jean shorts.)
11. Children must wear a bathing suit. In addition, children who are not potty trained must wear tight fitting rubber or plastic pants over either the cloth or plastic diaper.
12. All persons are required to shower prior to entering the pool.

Children Main Pool

1. Children under 10 years of age must be accompanied at all times by an adult or responsible person age 16 years or older to be admitted to the pool area. **Lifeguards are prohibited from serving in this capacity.** The responsible person must be a qualified member or guest of the pool and the lifeguard may challenge the qualifications of the responsible person.
2. Children ages 10 to 12 years may only be admitted to the main pool unaccompanied by an adult provided that they pass a basic swimming test administered by pool supervisory personnel or that they present a swimming certificate from the American Red Cross.
3. The basic swimming test consists of swimming the length of the pool, treading water for one (1) minute, and floating on the back for one (1) minute.
4. Children must be retested every year until age 12.
5. The person administering the swim test will note on the child's pass that he/she may be admitted to the pool unaccompanied by an adult.
6. Children in diapers must wear tight fitting rubber or plastic pants over either cloth diapers or plastic diapers.

Flotation Devices in the Main Pool

1. Children age 5 years old and younger may only use the main pool if they wear a U.S. Coast Guard approved flotation device, or water wings. If an unapproved flotation device is used, it must be attached to the child **and** the parent must be physically in the water with the child, **within arms reach**. This requirement may be waived if the child passes a swim test given by the lifeguards **and** the parent has signed a permission slip to allow the child to swim in the main pool.

2. A parent is allowed to have up to 2 children, 5 years old or younger, in the main pool at one time, as long as the parent is demonstrating control over the children and is in compliance of the above rules.

Flotation Device Schedule for Main Pool

<u>Age</u>	<u>Days*</u>	<u>Hours*</u>	<u>Flotation Devices Allowed</u>
3-5	All	All	U.S. Coast Guard Approved & Water Wings only

*Depending on the capacity of pool use, unapproved flotation devices may be considered by the pool manager for use on weekends and evenings, at the pool manager's discretion.

Wading Pool

1. Children six (6) years of age and older are not permitted to use the wading pool.
2. Children using the wading pool must be supervised at all times by their accompanying adult who must remain within the boundaries of the wading pool fence. **There is no lifeguard on duty in this area.**
3. Children in diapers must wear tight fitting rubber or plastic pants over either cloth diapers or plastic diapers.

Guests

ManorGate Pool Membership provides unlimited pool use for the members of your household, any person **living at your house** for more than 6 months of the year; or if your child is a college student or from a previous marriage (18 or under) and will be living at your household for the summer will be considered part of the household. Everyone described above must be listed on the Pool Registration Form. Each household received 1 free 10 punch Guest pass. These are to be used at the household's discretion. If you wish to purchase additional passes, they will be available as follows:

- **10 punch Guest Pass:** Each unit in ManorGate applying for pool facility passcards shall receive one (1) ten-punch guest passcard. The guest passcard shall be punched for each guest age six (6) and older, upon each admittance to the pool facility. After ten (10) punches have been taken from the guest passcard, an additional passcard may be purchased for

\$20.00 from the Property Manager during office hours. Used guest passcards shall be returned to the Property Manager for validation of an additional guest passcard.

- **Season Guest Pass:** A nonresident of ManorGate residing in a member's home for the summer. A passcard may be obtained through the management agent for the HOA when the head of the household completes and signs the Season Guest Application form and submits payment of \$20.00 per pass. This pass will be valid for the entire summer. Each household is **limited to two (2) Season Guest Passes**.

All guests must sign-in at the guards' desk before entering the bathhouse.

Failure to comply with these rules, or any part thereof, shall be considered sufficient cause for members to be deprived of the use of the pool by the Pool Manager, for a period to be determined by the same. The manager shall report all such suspensions to the Property Manager as soon as possible.

ManorGate pool membership cards and guest passes are the property of GTHOA Governance and are not transferable.

1. Guests age 15 years and younger must be accompanied at all times by a responsible pool member age 16 years or older.
2. Residents of ManorGate who are not in good standing (see page 2) may **not** be brought in as guests of other residents.
3. Pool management staff is prohibited from having guests.
4. All guests must abide by the same rules and regulations as members.
5. Each household is limited to not more than four (4) adult guests at any one time. Special exceptions may be granted with **prior** written approval from the Management Agent.
6. The pool manager may, at his/her discretion, restrict or suspend all guest privileges as required to alleviate overcrowding at the pool. The pool manager is the final authority regarding overcrowding.
7. Situations may arise that are not covered specifically by these rules and regulations that will be handled by the pool manager or lifeguard. This includes overcrowding. At such times, access to the pool will be limited until the capacity is less. At that time when one person leaves, one person may enter.

Health and Safety

Adult Swim

1. A 15-minute adult swim will be called 15 minutes before the hour, to the hour. Persons 16 years and older may remain in the pool at this time. This is also a time for rest period, where children 15 years and younger may use the restrooms, get a snack and rest. Children 5 years and under may accompany an adult who is **physically** in the pool with the child. No more than 1 child per adult allowed at this time.

Lap Lane

1. The lap lane hours will be as follows: M-F 11am to 8pm, Sat/Sun 11am to 1pm and 6pm to 8pm. On holidays, there will be no lap lane. The on-duty managing lifeguard has discretion to change these hours as needed.

Behavior

1. Running, pushing, acrobatics, cartwheels, wrestling, fighting, splashing, dunking, spitting, rough play or causing undue disturbances are not allowed and **will not** be tolerated. This behavior is cause for immediate dismissal from the swimming pool.
2. Abusive, offensive, or profane language or behavior is not allowed and will **not** be tolerated. This behavior is cause for immediate dismissal from the swimming pool.
3. The use of kickboards is permitted only in the lap lanes when used for swim training or exercise.
4. The use of rafts is not permitted except at activities designated by the Recreational Facilities Committee and the HOA Board of Directors. The Pool Manager may override raft activities if, in the manager's sole option it is unsafe for any reason, such as overcrowding.
5. The use of noodles, diving rings, nerf balls, and beach balls will be restricted to certain areas and to certain times based on the size and character of the crowd with regard for the safety of the pool members. No other types of balls, Frisbees, or other types of toys/ devices used for throwing will be permitted.
6. Water spouting and other unhygienic actions are not permitted in the pool.

7. Excessive sun tan lotion or oil should be removed before entering the pool.
8. Swim privileges shall be refused to all persons having colds, coughs, inflamed eyes, infections, skin rashes or eruptions, excessive sunburn, open sores of any kind, or wearing bandages.
9. At the discretion of the lifeguard, anyone wishing to swim in water above his or her shoulders may be required to demonstrate his or her ability to swim.
10. Pool will be closed and cleared under the authority of the pool manager when electrical or thunderstorms are in the area. Any person who refuses to leave the pool when asked to do so by pool personnel will be subject to suspension of pool privileges.
11. Injuries occurring on pool property should immediately be reported to the pool manager or lifeguard on duty.
12. No play equipment, baby swings, playpens, wheeled vehicles (bicycles, scooters, skateboards, roller blades, etc.) are permitted in the pool area.
13. Wheelchairs and strollers are permitted.
14. No pets are permitted in the pool facility.
15. Street or work shoes are not permitted on the pool decking.
16. Portable radios and television sets will be permitted if battery powered and operated at a low volume, as determined by the pool manager, lifeguard or directors, or with an earphone attachment.
17. Chairs and lounge chairs must be at least three (3) feet from the edge of the main pool. This is a safety concern and allows lifeguards easy access around the entire perimeter of the pool in case of an emergency.
18. No chairs or lounge chairs may be “in” the wading pool. That is, they may not be placed in the water on the bottom of the pool.

Food, Beverages, and Tobacco Products

1. Food and drink must be consumed in the designated eating areas where the tables are located.

2. Tables are for use by all pool members. Do not use tables to park your belongings. **Please limit the use of the tables to 30 minutes.**
3. Food/beverage containers must be plastic or aluminum only. Glass containers are not permitted in pool enclosure.
4. Alcoholic beverages are not permitted in the pool area at any time.
5. Intoxicated persons and intoxicants will not be allowed in the pool area.
6. No use of tobacco products of any kind will be allowed on the pool premises or in the community center.
7. Chewing gum is not permitted on the pool premises.
8. All refuse must be placed in the containers provided. Please help keep our pool beautiful and dispose of trash properly.

Diving Area

1. Diving board use is limited to persons who can swim. Children under 10 years of age who have not passed the Swim Test may use the diving board with the consent of the lifeguard and when accompanied by an adult. The adult must remain at the ladder until the child has entered the water. If flotation devices are used, they must be U.S. Coast Guard approved.
2. Diving in only allowed from the diving board.
3. Only one person is allowed on the board at a time.
4. Only one bounce is allowed. Consecutive bouncing, racing dives or other dangerous actions on the diving board are prohibited.
5. General swimming in the diving area is prohibited when the diving area is open for diving. Divers must swim directly to the side after each use. When the diving area is closed for diving (with the consent of the lifeguard), a chair will be placed on the board and swimmers who have passed the swim test may enter the diving area. Children under the age of 10 who have not passed the Swim Test may swim in this area when accompanied by an adult.

6. All diving must go in a forward direction. No inwards or any dive that has the diver going back towards the board is permitted.

Enforcement

1. Any pool member who is caught trespassing will have all pool privileges suspended for an appropriate duration.

2. Anyone who fails to obey a guard's direction, misbehaves or endangers the safety of others will be escorted from the pool and can have pool privileges suspended up to 3 days. The pool management company will record and notify the Recreational Facilities Committee and Property Manager of such suspension.

3. Failure to comply with these rules, or any part thereof, shall be sufficient cause for members to be deprived of the use of the pool. The on-duty managing lifeguard may suspend an individual's right to use the pool facilities for a period of up to three (3) days when the individual fails to comply with any pool regulations or lifeguard instructions. The Property Manager may continue to suspension until the time of the next regularly scheduled Board of Directors meeting, at which time the Board will determine whether to continue the suspension or revoke the individual's pool facility passcard for the remainder of the season.

4. Any person deliberately damaging pool furniture, equipment, or structures or trespassing after hours will be automatically suspended and police/court action taken.

5. All deliberate property damage caused by a member, his/her family, or guest will be charged to the member.

6. Members will be responsible for the actions of their children and guests.

7. Any unforeseen circumstance not covered in these rules may be dealt with by the pool manager or lifeguard. The manager will notify the Property Manager of any such occurrence.

8. These rules have been developed for the operation of the pool in the best interest of the members of the community and can be changed or amended as necessary. If community members feel at any time that the pool is not being operated in the best interest of the community, they should contact the HOA management agent who will inform the Recreational Facility Committee and the HOA Board of Directors.

9. Any person may be barred from the pool area and/or lose pool privileges at the discretion of the pool attendant in charge for violation of these rules and regulations or for any other reason which, in attendants' judgment, constitutes a hazard to others or the Association. Continual infraction of pool rules (3 or more dismissals) may result in

permanent suspension. This will be decided by the Recreational Facility Committee and the HOA Board of Directors.

10. If there are any questions or comments, please contact the pool manger. They are there to help you have a safe and fun summer.

Please note that the majority of these regulations are mandated by the Fairfax County Health Department. The lack of enforcement can result in the County revoking the operating permit and the closing of the pool.

Tennis Rules

1. **Hours of Operation:** 8:00 a.m. to dusk
2. **Players:** Tennis courts are for the exclusive use of residents of ManorGate and members of their immediate families. Junior players are those under 18 years of age. All others are Senior players. Players must identify themselves at the request of any officer of the ManorGate Governance, Property Manager or member of the Recreational Facility Committee.
3. **Guests:** Any player may extend the use of the courts to no more than three (3) guests, but must be present on the same court while such guests are playing.
4. **Junior Players:** Junior players may not reserve the court during prime time (weekends, holidays, and weekdays after 5:00 p.m.) Junior players are permitted to play with senior players at any time. Juniors may play during prime time if no adult wishes to use the court. Juniors are not required to relinquish a court once their game is in progress until the next hourly change.
5. **Time Limit:** Singles and doubles play is limited to one hour if other persons are waiting to use the court. Play will be on a first-come, first-serve basis, with senior players having priority over junior players during prime time. Daily reservations sheets may be located at the courts, if necessary. Phone numbers must be listed with name on sign-up sheets.
6. **Attire:** Tennis shoes are mandatory. Hard sole shoes and black-bottom tennis shoes are prohibited due to potential court damage.
7. **Decorum:** The courts will not be used for skateboarding, roller-skating, bicycling, or any other non-tennis activity. Offensive language, loud talking or shouting, hitting balls against the fence, loud playing of radios and any other activity that is annoying to other players is prohibited. Pets are not permitted within the fence area of the tennis courts at any time.
8. **Cleanliness:** For safety of all players, the courts must be kept dry and free of all foreign objects. Please do not litter.
9. **Access:** A tennis court key may be purchased by contacting the management company for a fee of \$10.00 (check only, no cash). Upon moving from the association, you may return the key to receive a \$10.00 refund.

Community Center Rules

Operating Guidelines for the Use of the Community Center

Policy Statement

The Green Trails Homeowners Association Community Center is for the sole use of residents residing in the ManorGate Community. Examples of permissible use are: meetings of the Board of Directors or committees related to the management of the community, the community swim team, a social gathering sponsored by a resident, or events directed to the residents such as the annual "Egg Hunt."

The Center is not for ongoing or regularly scheduled meetings that are not comprised of a majority of community members.

Nor is holding a business meeting an acceptable use of the facility, i.e. sales meeting, non-related board meeting, or other functions related to conducting business. Exceptions may be granted, upon written request, by the Board of Directors.

Rental of the Center must be by a member in good standing who is current on their assessments and who has no architectural infractions with the community.

The Board of Directors shall adopt procedures and charges for the use of the community room and make those readily available to the residents of ManorGate.

The Board shall appoint a rental agent to manage the Community Room rental.

Reservations for the Community Room will be on a first come-first serve basis and may be made no more than one year in advance. No more than two consecutive rentals may occur in a two-month period without specific approval of the Board of Directors.

Hours of availability shall be from 8:00 a.m. to 12 midnight daily.

Procedure for Rental

1. Contact the Property Manager of Sequioa Management at (703) 803-9641 and submit an application not less than 30 days prior to the date of the proposed rental. Exceptions may be made for last minute rentals.
2. Thirty days prior to rental submit a refundable deposit of \$125.00. Damage expenses and any extra clean up will be deducted from this deposit.

3. Approval or disapproval will be granted within 10 days of the request based upon: whether or not the resident is in good standing, the request is in compliance with the policy statement, and the availability of the room.
4. Returned checks will be cause for denial of rental agreement and a service charge of \$30.00 will be required of the member. Failure to comply may result in the member's rental privileges being removed.
5. If your application is accepted, pick up or arrange for the receipt of a key and directions for entrance to the Community Room, as well as clean-up and securing the room after usage. At this time you will be required to pay the basic rental fee of \$40.00 for the first two hours and \$10.00 per hour for each hour or fraction of an hour thereafter. Renters of the center should self-report if they go beyond the period for which they have leased/rented the room. A copy of the application will be provided and should be available during the event.

Rules of the Community Center

1. The lessee/renter must be a principal household member and twenty-one years of age or older.
2. The resident lessee must be in attendance during the reserved hours.
3. The lessee shall be responsible for the conduct of their guests, damage or loss to the building, furniture, furnishings, or equipment within the control of the lessee.
4. The number of persons in attendance shall be no greater than 50.
5. The use of alcoholic beverages shall be only in accordance with Fairfax County and state of Virginia law. Lessee is responsible for all licenses, which must be shown when the deposit is made.
6. The lessee must comply with Fairfax County Noise and Nuisance Ordinances.
7. No advertising and no charges will be allowed for the event being conducted in the Community Room.
8. Prior to accepting responsibility for the room, inspect the room and report all damaged or malfunctioning equipment to the rental agent or in the absence of the rental agent, to a board member.
9. Check the number of tables and chairs against the check-off sheet for rental.

10. Functions involving children under the age of 18 must be supervised by the lessee at all times during the lease period.

11. The Lessee is responsible for the following:

- Clean up after the event including front walkway, foyer, main room, kitchenette and rest rooms.
- Behavior and actions of all guests.
- All refuse must be placed in plastic garbage bags and discarded in the dumpsters outside.
- Ensuring *all* electrical appliances are turned off.
- Heater is set to 60 degrees and Air Conditioner is set to 80 degrees.
- Any damage to the Community Center, parking lot, pool, and surrounding grounds.
- Ensure all lights are turned off before leaving.
- All doors are locked when leaving and the alarm is set.

12. For specific instructions review the “Community Room Notebook” located on the serving island in the Community Room.

13. A twenty-five dollar (\$25.00) charge to offset wasted utilities will be made:

- a. If the permanent settings of the thermostat are altered by renter.
- b. For failing to return the setting to the “Run” mode upon leaving the building at the end of your event.

Proper use of the thermostat is posted next to the thermostat. You will be asked to acknowledge that you know the proper means of temporarily setting the cooling or heating levels using the “Hold” button of the thermostat and returning it to the permanent settings using the “Run”

Temperature Settings for Club House

DO NOT ADJUST THE AUTOMATIC SETTINGS

They are set to conserve energy.

The temperature shown is the room temperature.

PRESS: PRESENT SETTING to view the current thermostat setting.

When the room is in use adjust the temperature by:

Summer (cooling):

- Place toggle switch to “COOL”
- Press: Hold Temp & then adjust by holding Cooler until 74 DegF is reached.

Winter (Heating):

- Place toggle switch to “HEAT”
- Press: Hold Temp & then adjust by holding Warmer until 70 DegF is reached.

WHEN LEAVING THE ROOM FOR THE DAY

PRESS: Run Program

NOTE: THE HEATING/COOLING SYSTEM IS EITHER ON or OFF. IT HEATS OR COOLS UNTIL THE HOLD TEMP SETTING IS REACHED.

SETTING THE TEMPERATURE HIGHER OR LOWER WILL NOT HEAT OR COOL THE ROOM ANY FASTER.

GREEN TRAILS HOMEOWNERS ASSOCIATION

COMMUNITY ROOM RENTAL PERMIT

Name: _____

Date:

Address:

Home Phone: _____

Business Phone:

Type of Activity: _____

Date:

Time of Activity: From: _____ am ____ pm ____ To: _____ am ____ pm ____

Number of Persons: _____

Permit Holder will be responsible for adherence to regulations for the use of the Green Trails Homeowners Association Community Room and all areas used by their guests. It is understood that Green Trails Homeowners Association, its Trustees, Officers, or Agents shall not be liable for injury to persons or property occurring in or about the premises from any cause whatsoever. The Permit Holder will indemnify Green Trails Homeowners Association and save it harmless from and against any and all claims, actions, damages, liability and expense in connection with injury to persons or property arising from or out of the use or occupancy of the Permit Holder of the premises, or occasioned wholly or in part by any act of or omission of the Permit Holder, its agents, or invitees.

Date: _____

Signature:

Permit Application

Denied: _____

Approved: _____

By:

Agent for Community

Reason for Denial:

Rental Amount \$ _____

Clean Up Fee \$ _____

Damages \$ _____

Deposit Received \$ _____

Check/Mo# _____

Balance Returned \$ _____

Deposit less any damages, clean up or rental over run

Key #: _____

Received by: _____

Returned to:

Facility Inspection: _____ Pro Rental Date: _____

By:

Post Rental Date: _____

By:

Comments:

The Green Trails Homeowners Association Community Room may be reserved by an eligible resident or community organization at any time the Center is not previously scheduled.

The security deposit will be refunded within (10) business days after the date of usage provided the premises, facilities and equipment are left in satisfactory order.

The Association will refund a security deposit payable to the resident whose name appears as the responsible party on the Permit for the room. The association reserves the right to deduct from the deposit an amount necessary to cover the costs of repairs or replacements of any property occasioned by the use of the community room. If the security deposit does not fully cover the costs the Permit Holder will be billed for the difference, and future use of the Community Center will be denied until these costs are paid.

NO smoking or Lighted Products. This is a smoke free building and the use of tobacco, candles and life products is prohibited in the building.

Under no circumstances will tables, chairs or other equipment be removed from the center.

If decoration, auxiliary lights, or sound equipment are contemplated for any program, the Association must be notified 72 hours in advance of the nature of the decorations. The Association reserves the right to have an inspection made by a representative of the Fairfax County Fire Department or by a licensed Fairfax County electrician of the decorations or equipment to be used. All decorations used in the building must be fire retardant, and nails and screws or scotch tape are not permitted for hanging decorations. Under no circumstances will the group make any structural or electrical alterations in the building.

The Permit Holder is responsible for keeping the number of people attending the event below the fire maximum specified in the permit.

Signed: _____
Permit Holder

Witness: _____

The Association, its Trustees, Agents, and Officers assume no responsibility for the personal property of the permit holder. The Permit Holder will remove all such property, food, or other such things belonging to the Permit Holder from the premises immediately following the termination of the time for which the center is reserved.

The time duration stated in the permit if firm. The Resident should be ready to leave the building with equipment removed and cleanup completed at the end of the rental period.

At gatherings of persons under the age of majority (as defined by State Law,) adequate adult supervision must be provided.

If any of the specifics regarding this Permit are altered in any way from the original statement of intent by the Permit Holder as shown on the Permit, it is the responsibility of the Permit Holder to submit any such change to the Association ten (10) days in advance for approval. In the event the Permit Holder gives no notice or no clearance is received from the Association when the modifications have been made, the Permit Holder will be held liable.

In any adverse situations arise as a consequence of inadequate notifications and/or approval of Permits by the Association, the Association will make the final determination concerning whether additional charges to the Permit Holder are Necessary.

This permit is non-transferable.

The Permit Holder agrees to comply with all applicable Federal, State, and Local Laws and with all the rules and regulations pertaining to this permit.

I understand the methods of properly setting the thermostat to "Hold" and "Run."

_____ Please initial.

Date: _____