



TO: All Fairfield Owner/Landlords
FROM: Fairfield at Long Neck Council
DATE: April 22, 2019
SUBJECT: **Renters Use of Pool for 2019 Season**

As per the Renters Use of Pool document from 2009, if you are currently renting your unit, please keep in mind that Fairfield's property manager, must have a current "Renters Rules Agreement" on file and all monthly dues, any outstanding violations or unpaid fines, must be paid up to date prior to granting tenants access to the pool.

Based upon the recommendations provided by homeowners regarding the possibility of worthy tenants who have proven to be responsible citizens being issued pool passes, the Fairfield at Long Neck Council adopted the following policy in 2009:

Renters may be approved and granted pool privileges providing the following:

- 1) Owner has supplied Council with a completed and signed Rental Form that includes all required tenant information as specified in the Renter Rules dated February 1, 2009. (Please note that if you have already supplied a copy of this form to Fairfield's Property Management and there is no change in information, you will not need to provide it again.)
 - i. Leaseholder name and phone number*
 - ii. Name(s) of all occupants*
 - iii. Name(s) and age of all occupants under 18 years of age*
 - iv. Make, model, color and plate number of all vehicles*
 - v. If applicable, Rental Agent name, address, phone number and e-mail address*

- 2) The landlord/homeowners must submit to Fairfield's Property Manager a personal signed letter stating that the tenant and all household members have proven to be

responsible members of the community who will obey all Fairfield rules and regulations.

- 3) Upon receipt of the owner letter, Fairfield Council reserves the right to solicit input from neighbors to verify there are no existing problems and/or conduct a personal interview with the tenants and family members.
- 4) Once approved, tenants will be required to sign the pool agreement.

The tenant agreement will then be sent to the landlord for counter signature and returned to Fairfield Property Manager, who, upon receipt, will notify the leaseholder. **Please mail all fully executed documents to: Fairfield at Long Neck Pool Committee, 26729 Chatham Lane, Long Neck, DE 19966.**

*****NOTE:** Tenants will be **required to pay a \$100.00 pool fee** to activate the pre-existing pool passes assigned to the unit and a \$60.00 fee if a new pool card is required. **Only one card will be issued if a new card is required.**

PLEASE NOTE: Cash will be accepted the weekend of May 25 and May 26, but if cards are activated after May 27, Fairfield will **only accept** a Check or Money Order and there will be an **additional \$5 processing fee assessed.** Payment must be made at the time the card is activated. Also, Fairfield will only be activating pool passes **ONCE PER WEEK, on Thursdays.**

- 5) Renters will not be permitted to extend their pool privileges to guests and must, if requested by the Fairfield Property Manager or Pool Committee, provide proof of identification.
- 6) Owners/landlords must notify leaseholders who entered into agreement after February 1, 2009 of the above terms and conditions and that pool privileges will be considered for the following pool season providing there have been no violations of Community Rules and Regulations.
- 7) Owners/landlords will be responsible for any and all damages caused by the tenant and/or occupants and must agree, in writing, to make restitution for all costs to repair or replace damaged property.
- 8) Please note that all pool passes must be activated by July 1, 2018. If a tenant is not able to comply, there will be an additional \$50 plus \$5 processing fee to activate the pass.