



**TO: All Fairfield Homeowners**

**FROM: Fairfield HOA**

**DATE: April 22, 2019**

**RE: 2019 Fairfield Pool Season**

Summer is right around the corner and the 2019 Pool Season package is now available. The Fairfield Homeowners Association has updated the Rules and Regulations, the 2019 Pool Membership Form and the "Release of Liability Agreement". Please complete the Membership form in its entirety and sign and submit to the Pool Committee, in person at the pool house the weekend of May 25, 2019 during the days and hours noted below or to **Fairfield at Long Neck, Attn: Pool Committee, 26729 Chatham Lane, Long Neck DE 19966**, along with a check or money order for the activation fee plus a \$5 processing fee, made payable to "Fairfield at Long Neck", if you cannot submit during the free activation weekend.

**\*\*NOTE: Homeowners who are in arrears in the payment of Association Dues and/or any Outstanding Violations or Unpaid Fines will not be permitted pool privileges until the account is in good standing\*\*\***

Pool Card Activation will take place on the dates noted below and will be the only weekend that the Pool Committee will be onsite to activate cards for free.

**Saturday, May 25, 2019 9AM to 1PM**  
**Sunday, May 26, 2019 9AM to 1PM**

**Please note that volunteers are needed to help out with card activation on 5/25 & 5/26. If anyone can spare 4 hours of their time, it would be greatly appreciated. Please contact me via email if a homeowner can lend a helping hand.**

**Homeowner Information**

If a Homeowner will be attending the Spring General Membership Meeting on Saturday, May 11, 2019, you may submit a completed and signed 2019 Pool Membership Form and "Release of Liability Agreement" at that time to Sandra Carl, Pool Chairperson. **Please note that you will need to provide your pool card numbers which are located on the**

**back of your pass in the space provided on the form.** Cards will then be activated on Saturday, May 25, 2019 at 9AM. If the pool card number(s) are not provided or a homeowner does not have pool passes assigned, then the homeowner will need to report to the pool house on May 25 or 26, 2019.

If a homeowner is unable to visit the pool house during the weekend of May 25th, the homeowner may submit a completed 2019 Pool Membership form and signed "Release of Liability Agreement" along with a check, cash or money order in the amount of \$5 for processing. Homeowners will need to present proof of ID in the form of a driver's license and passes will then be activated. Please contact Patti Shaw, Fairfield Property Manager at 302-947-2414 or via email at [propertymanager@fairfieldatlongneckcondo.com](mailto:propertymanager@fairfieldatlongneckcondo.com) to schedule an appointment.

**PLEASE NOTE: Pool passes will only be activated on THURSDAYS. NO EXCEPTIONS.**

If a Homeowner has lost or damaged a pool card, the cost of a replacement card will be \$30. Homeowners may have up to 2 cards per unit. For any new Homeowner to FF, they will be entitled to two (2) cards free of charge.

### **Tenant Information**

If a unit is being rented, the landlord or rental agent must submit a completed and signed "Rental Lease Form" and tenants will need to come to the pool house on May 25 or 26, 2019 during the scheduled times for payment and card activation.

- The fee to activate a card for the **2019 Season will be \$100.**
- New or Replacement cards are \$30 and **only one card will be issued to a tenant.**
- Cards will only be activated as long as the homeowner's account is in good standing. Please see Tenants Rules/Regulations for further information.

If a tenant cannot visit the clubhouse during the free activation weekend on May 25 or May 26, the tenant must contact Patti Shaw, Fairfield Property Manager, at 302-947-2414 or via email at [propertymanager@fairfieldatlongneckcondo.com](mailto:propertymanager@fairfieldatlongneckcondo.com) to schedule an appointment, Monday thru Friday, 9AM to 5PM, to submit their completed 2019 Pool Membership Form and "Release of Liability Agreement" in person along with the \$100 activation fee plus \$5 processing fee in the form of cash, money order or check made payable to "Fairfield at Long Neck"

April 22, 2018  
2019 Pool Season  
Page 3

If you should have any questions regarding the pool forms or process, please contact Sandra Carl at the below email address or Fairfield's Property Manager, Patti Shaw at [propertymanager@fairfieldatlongneckcondo.com](mailto:propertymanager@fairfieldatlongneckcondo.com) or phone 302-947-2414 Monday thru Friday, 9AM to 5PM.

Thank you,  
Sandy Carl  
Fairfield HOA and Pool Chairperson  
[Sandra\\_L\\_Carl@Hotmail.com](mailto:Sandra_L_Carl@Hotmail.com)