

Carisbrooke Homeowners Association, Inc.

101 Blue Seal Drive
Suite 100
Leesburg, VA 20175

Dear Ashburn Knolls and Ashbriar Residents:

The Carisbrooke Homeowners Association Board of Directors is once again offering the Ashburn Knolls and Ashbriar residents a limited number of **2010 outside pool memberships** to the Carisbrooke pool.

A membership will entitle your family to use the pool facilities for the 2010 season from Memorial Day weekend through Labor Day. The cost of membership is \$400 per family and will be non-refundable. The pool will be managed this year by Clear Blue Pools. Please note the following changes in pool operation hours:

Sunday – Thursday	12 – 8 PM
Friday & Saturday	12 – 8:30 PM (Thru July 31st. After July 31st pool will close at 8 PM)
Public School Days	pool opens at 4 PM

We are inviting those families interested in obtaining outside membership to complete the information requested on the enclosed application and mail it to Property Management People with a check in the amount of \$400, payable to Carisbrooke HOA. Remember, there are a limited number of memberships available. Priority will be given to those families who purchased outside pool memberships last season. So, please don't delay sending in your application!

Whether a "new" member or a "returning" (renewal) member, the application ***must be filled out in its entirety***. If you are a returning member, simply indicate "renewal" on the application. We will issue you 2010 stickers which you must affix to your existing passes. If you have new family members or you are a new applicant, indicate "new" on the application. You will be issued a pass for each family member age 5 and over.

Children ages 5 to 11 will be issued a red sticker for their pool pass to indicate that they must be accompanied by an adult to enter the pool facility. Children ages 12 to 17 will be issued a yellow sticker to indicate they may enter the pool without an adult. Individuals 18 and over will be issued a green sticker.

Your new passes will not be mailed to you, but will instead be delivered to the pool facility. All applications received prior to May 26th will be at the pool and ready for pick up on May 29th. Simply give your name and address to the guard on duty and he or she will hand you an envelope containing your passes. Applications received after May 26th will be processed and sent to the pool for pick up on Fridays.

Each family will receive 2 guest passes at no charge. Additional guest passes will be sold for \$2.00 per pass. The passes will expire September 6, 2010. Guest passes will be available for purchase through the PMP office in Leesburg or at the pool in exchange for a check made payable to Carisbrooke HOA. Cash will not be accepted.

We look forward to seeing you and your family at our pool this year!

Sincerely,

Audra J. Wallace, CMCA®
Community Manager