

RESIDENT- 2018 POOL REGISTRATION FORM

May 26 – September 3, 2018

BURKE CENTRE ASSESSMENTS MUST BE CURRENT TO COMPLETE REGISTRATION!

* **EARLYBIRD APPLICATIONS** MUST BE RECEIVED AT THE CONSERVANCY OFFICE BY 5PM ON 4/30/18. PLEASE NOTE THAT **POSTMARKS WILL NOT SATISFY THE DEADLINE! NO EXCEPTIONS***

2018 RESIDENT REGISTRATION FEES: (See reverse side for definitions)

<p>EARLY BIRD DISCOUNT RATES: (for memberships purchased) March 26 – April 30 Family: \$110 Single: \$60</p>	<p>REGULAR SEASON RATES: (for memberships purchased) May 1 - July 31 Family: \$140 Single: \$75</p>
<p>LATE IN SEASON DISCOUNT RATES: (for memberships purchased) August 1 – August 15 Family: \$70 Single: \$35</p>	<p>END OF SEASON DISCOUNT RATES: (for memberships purchased) August 16 – September 3 Family: \$40 Single: \$20</p>
<p>SENIOR CITIZEN MEMBERSHIP (65+): (Born on or before 5/26/53-Proof of age required!) Early Bird Rate: (if purchased) 3/26/18 – 7/31/18 Couple: \$50 Single: \$25 Late in Season Rate: (if purchased) 8/01/18 – 8/15/18 Couple: \$35 Single: \$17.50 End of Season Rate: (if purchased) 8/16/18 – 9/3/18 Couple: \$20 Single: \$10</p>	

*All members residing in the same household are **only required to complete ONE registration form**. The applicable **SINGLE/SENIOR/FAMILY** membership rates would apply. Proof of residency may be required.

For office use only

DATE	RECT #
Total Amount Paid	
Payment Method	
Assessment Check	Y N
# of Stickers Given _____	BC Staff
Date: ____/____/____	Member
# of New Cards _____	Mailed
# of Stickers _____	BC Staff
Pool Rules Given	Y N
# 10-Visit Pass _____	BC Staff
# Daily Pass _____	Member
Pass No.(s)	Mailed
Initial [completed]	

LAST NAME: _____ *If you rent, OWNERS NAME:* _____

STREET ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ EMAIL: _____

EMERGENCY CONTACT NAME: _____ PHONE: _____

PAYMENT: *Personal checks are preferred, as it allows us to keep our membership rates affordable by avoiding credit card processing fees.*

If making a payment by card, please provide the following information:

****COMPLETE HERE TO PAY WITH A CREDIT CARD BY MAIL**** [____] VISA or [____] MASTERCARD

CARD NUMBER: _____ AMOUNT: \$ _____

EXPIRATION (MM//YEAR): _____ SECURITY CODE (3 DIGITS FROM CARD BACK): _____

NAME (as it appears on card): _____ SIGNATURE _____

PLEASE LIST ALL MEMBERS INCLUDING APPLICANT (Please print legibly)

List full names of all family members who will be included in this membership (attach additional form if needed). Please indicate below if updated stickers only or new I.D. cards are needed. Include all photos for I.D. cards with registration. **Please be sure to write the applicable name, address and birth date on the back of all photographs.** Additional members may **NOT** be added to the application during the pool season. *Please allow 15 – 21 business days for return of cards and/or stickers.*

Last Name	First Name	Relationship to Applicant	Birthdate mm/dd/yy	What do you need?	
				Update Sticker Only	New Card With Photo
		APPLICANT			
Total # of Members:		Total # of Adults (born before 5/26/1995)			

APPLICANT'S SIGNATURE _____

DATE _____

2018 RESIDENT REGISTRATION INSTRUCTIONS

ELIGIBILITY FOR MEMBERSHIP: Eligibility for membership to the pools will be determined at the time of initial (new or renewal) application only. Additional members may not be added to the application during the season. **Note: Burke Centre assessments must be current to complete the membership.**

If you DON'T need a new I.D. card(s): Fill out the registration form completely and send it with your payment to the Burke Centre Conservancy. Include a stamped, pre-addressed envelope with \$1 postage to: Burke Centre Conservancy, 6060 Burke Centre Parkway, Burke, VA 22015-3702. Pictures of children should be updated every three years; adult pictures should be updated if appearance has changed dramatically. **All pool members age of 5, as of the 1st day of pool season, must have a photo I.D. card with current photograph.** Your 2018 stickers and pool rules will be sent to you by U.S. mail. Please be advised that depending on volume, processing may take up to 3-4 weeks between March and early May.

If you DO need an I.D. card(s): If you are a new resident joining the pool for the first time, or your pictures need to be updated, please do the following:

- Fill out the registration form and send it with your payment and one photo (front view) of each member who will be using the pool or whose photo needs to be updated. Photos must be individual and clearly identifiable. Write the name, phone number, and date of birth of each person legibly on the back of the photo. The person's face in the photo must not be larger than 1" x 1-1/4". **DO NOT** cut photos or attach the pictures to the form with staples.
- Members are encouraged to submit their photos via email to poolclerk@burkecentre.org. **Submitting digital photos will shorten application processing time.** Photos (front facing head shots) must be clearly identifiable; include the name, phone number, and date of birth of each individual a photo is submitted for.
- New members or those who wish to update pool I.D. cards may have photos taken **at no charge** at one of the following photo opportunities held at the Conservancy Office, 6060 Burke Centre Parkway:
 - Wednesday, April 11th, 5:30-8 PM
 - Wednesday, June 6th, 5:30-8 PMPhotos will only be taken for those who have completed their registrations; no guest passes or stickers will be distributed at the photo ops. Registration may be submitted at these times

DEFINITIONS FOR POOL MEMBERSHIP:

- **FAMILY:** Family membership shall be limited to up to two (2) adults, and all legally dependent children residing in the same home that are under the age of 23 (born on or after 5/27/95).
 - **AU PAIR:** Person providing child care in return for room and board. May be considered one of the two adults permitted on a Family membership. The au pair must purchase a single membership or use a guest pass if exceeding the two adult limit per family membership.
- **SINGLE:** Single membership shall be available for:
 - a) Individuals not qualifying for a Family membership.
 - b) A single adult whose child or children are four years of age or younger as of 1st day of pool season.
 - c) A child who is at least 12 years of age.
- **SENIOR:** Senior memberships are available for individuals age 65+. Proof of age required.

REFUNDS:

- **MOVING:** Resident pool members moving from Burke Centre prior to July 5, 2018 may receive a 50% refund upon written request. This request must include the date of the move and the forwarding address for the partial refund, and **MUST** be received by the Conservancy office no later than 5PM July 5, 2018. All pool membership cards and stickers must be returned to the Conservancy office at time of request.
- **PRIOR TO SEASON:** A 100% refund of membership fee will be granted if requested by 5PM, May 23, 2018. All I.D. cards and/or stickers issued must be returned at time of request.
- **ALL REFUND REQUESTS MUST BE MADE IN WRITING TO:** Burke Centre Conservancy, 6060 Burke Centre Parkway, Burke, VA 22015-3702, Attn: Community Services.

POOL GUEST PRICE FOR RESIDENTS

DAILY GUESTS: \$5 per guest, per day (*No refunds*)
Guests age 4 and under enter free.

10-VISIT GUEST PASS: \$25.00 (*No refunds*)

Offers discounted guest pool entrance fees for 10 individual pool visits. Pool member must accompany and sign in all guests. **Limited number available for sale per membership. Non-refundable and non-transferable.**

***NOTE: Guest passes are available for sale only to current season pool members! Guest passes are limited to 30 visits per membership application and are non-refundable.**

Please plan ahead – guest passes can be purchased only at the Conservancy office during business hours (M-F: 9 AM – 5 PM & Sat: 9 AM-Noon). When visiting the office to purchase guest passes, please have your current pool ID with you for membership verification.

INDIVIDUAL WEEKLY PASS: \$35.00 (*No refunds*)
Good for seven (7) consecutive days; designed to try out Burke Centre's pools. A pool membership application must be completed. Fee paid may be applied toward a full membership purchase. (*Weekly passes valid for current pool season only; no refunds*)

REPLACEMENT I.D. CARDS AND/OR STICKERS: If your pool photo I.D. card(s) and/or sticker(s) are misplaced, **once they have been issued for the current pool season**, the cost for replacement is \$12.00 per card and/or sticker. **NO REFUNDS** will be given for replacement I.D. cards once they have been made. The maximum cost for families in need of replacement I.D. cards and/or stickers will be \$25.00.

If you have any questions, please contact the Conservancy office at 703-978-2928.

**All persons using the pool do so at their own risk. The Burke Centre Conservancy assumes NO responsibility for any accident or injury in connection with such use or for any loss and/or damage to personal property.*

**Persons using the pool agree not to hold the Burke Centre Conservancy 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.*