

CAMDEN PARK HOA, INC.

2022 Pool Tag Registration

You must be a member in good standing (with a zero account balance) to obtain sticker(s)/pool identification card(s).

If you have not paid your 2022 assessments in full, you must immediately contact Signature Association Management.

!!!!PLEASE READ THIS ENTIRE LETTER, TO THE END, SO YOU KNOW EXACTLY WHAT YOUR FAMILY MUST DO TO EITHER OBTAIN 2022 STICKER(S) OR NEW POOL IDENTIFICATION CARD(S)!!!!

To access the pool, you will need to have a current **2022** sticker on the back of your pool identification card. If you and your family have your pool identification card(s) with your picture on it from prior years, you will only need to obtain a 2022 sticker. You may obtain your sticker at no charge on **Saturday, May 21, 2022**, at the community clubhouse (2705 S Camden Parkway) from 11:00 a.m. to 3:00 p.m. This will be the **ONLY** day we will pass out stickers (for free) in the community. If you do not get your sticker(s) on this date, you will have to go to the offices of Signature Association Management (16225 Park Ten Place, Suite 500, Houston TX 77084), the charge will be \$10.00 per sticker in the office (cash or check are the **only** forms of payment accepted in the office).

If you do not have your pool identification card(s), you will need to have new card(s) made for everyone in your household, (2) years of age and older. Due to COVID-19 pool tag registration will be handled differently, we **WILL NOT** be doing any identification card(s) onsite. The above onsite date (Saturday, May 21st) is for **STICKERS ONLY**. Please follow these directions, exactly as outlined, should you miss a step, your form will not be processed, your pool identification card(s) will not be made, and you will have to come to the offices of Signature Association Management to have your card(s) created. There will be an additional processing fee for all identification card(s) created in their offices.

From now until May 19, 2022, you will need to email your completed "Pool Tag Registration Form" along with labeled pictures of each person who needs a pool identification card(s) created. The picture(s) are not to exceed 4 inches by 4 inches. Please do not send pictures that take up the entire page as we will not be able to produce a pool identification card with a photo that size. The form and picture(s) are to be emailed to the following email address: camdenparkhoa77067@gmail.com (this email address is for pool tags **ONLY**, please do not send anything other than pool tag related items to this email, after May 19th this email will not be checked). Everyone in the house two (2) years and older will be required to have a pool identification card to enter the pool area. The cost is \$15.00 per pool identification card. Once you email the completed form and pictures you are to mail your completed "Pool Registration Form" (the email address on the form must match the email address you used when submitting your pictures), along with your payment (check or money orders **only**) to Signature Association Management, 16225 Park Ten Place, Suite 500, Houston, TX 77084.

Beginning Monday, May 23, 2022, you will be able to obtain your pool identification card(s) by going to the offices of Signature Association Management. The processing fee will be \$20.00 for each pool identification card and \$10.00 for each pool sticker (cash or check only). **Please be advised, you must be an owner in good standing, with a zero balance to obtain pool card(s)/sticker(s).** If you have a delinquent account balance, please immediately bring your account current. If you are on a payment plan, with the Association or with the Associations attorney, you will not be able to obtain pool identification cards/stickers until your balance is **paid in full**. Should you have any questions or concerns, please contact Signature Association Management by phone at (713) 338-3436 or by email at info@signatureamllc.com

2022 Pool Schedule

Pool Opens for the Season May 28th

May 28th, 29th, 30th

Saturday and Sunday

4:00 p.m. – 8:00 p.m.

Memorial Day

4:00 p.m. – 8:00 p.m.

June 1st - August 9th, 13th, 14th, 20th, 21st, 27th, 28th

Closed Monday and Tuesday

Wednesday to Sunday

4:00 p.m. – 8:00 p.m.

September 3rd, 4th, 5th

Saturday and Sunday

4:00 p.m. – 8:00 p.m.

Labor Day

4:00 p.m. – 8:00 p.m.