

91 Clinton Road, Suite 1E
Fairfield, NJ 07004
P(973)228-5477
F(973)228-5422



May 4, 2011

Unit Owner
Glenmont Commons Homeowner's Association
Morris Plains, NJ 07950

Re: **2011 POOL BADGE VALIDATION STICKERS**

Dear Unit Owners,

Enclosed please find your 2011 pool badge registration application package. As you are aware, permanent badges were previously distributed to the community. In order for your badges to be validated for the 2011 season, the enclosed forms **must** be completed and returned to our office as soon as possible. If you rent your unit, you must fill out the first line of the pool application (homeowner name and address), sign the application, and then forward it on to your tenants so they can complete the resident tenant portion of the application and return to our office. **Homeowners requesting pool badges must occupy the residence and reside on premises. This requirement will be strictly enforced.** If you are a new unit owner and did not receive the permanent badges from the previous owner, please indicate on the enclosed application or contact the management office.

Upon receipt of the completed 2011 pool badge registration form, the Glenmont Homeowner/Tenant information form as well as a signed copy of the pool rules by unit occupying homeowner and tenant if applicable, the 2011 validation sticker(s) will be mailed to the resident homeowner or resident tenant for placement on the permanent badges. Only homeowners in good standing (monthly dues paid to date, no outstanding fines) will receive 2011 sticker(s).

Please return the completed forms to our office at the address or fax # listed above. All forms must be returned no later than May 16, 2011, in order to receive your validation stickers for the Memorial Day weekend.

***** Note: homeowners and/or tenants will not be eligible for swimming privileges/pool badges unless the enclosed contact information form (owner & tenant if applicable) is completed and submitted along with the pool badge registration forms. If you are requesting badges for your tenants a copy of your current tenants lease must be on file with Cedarcrest or provided with the forms. This is non-negotiable.**

The Glenmont Commons pool will officially open on Saturday, May 28, 2011, (weekends only until public school closes on June 24th) and will be open daily beginning June 25th through Labor Day, September 5, 2011. Pool hours will be from 11:00 a.m. - 7:00 p.m. on Weekends & Holidays, 12:00 p.m. - 8:00 p.m. on Weekdays. A copy of the Pool Rules is enclosed. Please take a moment to discuss these rules with family members, especially children. These rules will be strictly enforced by the lifeguards for the safety of all Glenmont Commons residents and their guests.

Should you have any questions, concerns or comments during the pool season, kindly address them to your Sr. Property Director, Tom Chilenski via email at tom@cedarcrestpropertymanagement.com or in the office at ext. 12.

We hope that you enjoy a safe & happy summer pool season.

Sincerely,
Tom Chilenski, Sr. Property Director
Glenmont Commons HOA

www.cedarcrestpropertymanagement.com

**GLENMONT COMMONS HOMEOWNERS ASSOCIATION
2011 Pool Registration Application**

c/o Cedarcrest Property Management, 91 Clinton Rd. Suite 1E Fairfield, NJ 07004
Phone 973-228-5477 ext. 15/Fax 973-228-5422 or melissa@cedarcrestpropertymanagement.com
THERE IS A \$5.00 CHARGE TO REPLACE MISSING OR LOST PERMANENT BADGES ONLY

FILL THIS BOX OUT IF YOU ARE THE UNIT OWNER RESIDING ON PREMISES REQUESTING POOL BADGES.

HOMEOWNER'S NAME _____ HOMEOWNERS ADDRESS _____

OCCUPANTS RESIDING IN UNIT (including yourself)

RESIDENT NAME _____ AGE _____

RESIDENT NAME _____ AGE _____

RESIDENT NAME _____ AGE _____

RESIDENT NAME _____ AGE _____

FILL THIS BOX OUT IF YOU ARE THE UNIT OWNER AND HAVE TENANTS RESIDING ON PREMISES REQUESTING POOL BADGES

I am the legal homeowner and authorize the Glenmont Commons Association to issue pool passes to the tenants listed in the section below. *Note: Homeowners complete and sign this section then forward on to tenant). A copy of your current tenant's lease must be provided to Cedarcrest if not done so already.*

HOMEOWNER NAME: _____

ADDRESS: _____

HOME/CELL NUMBERS: _____ / _____

FILL THIS BOX OUT IF YOU ARE A TENANT RESIDING ON PREMISES REQUESTING POOL BADGES.

TENANT NAME _____ AGE _____

TENANT NAME _____ AGE _____

TENANT NAME _____ AGE _____

TENANT NAME _____ AGE _____

GLENMONT COMMONS ADDRESS: _____

Tenant's home phone: _____ Tenant's cell: _____

Homeowners requesting badges/stickers must reside in the unit. No more than 5 resident or 5 tenant badges will be issued, unless permanent or tenant residency proof for more than 5 people is proven. Additionally, 2 yellow guest badges may be requested, for a total of no more than 7 badges.

Fill out below **ONLY** if you **need** badges:

LOST BADGES (need replacements) _____
(Include check for \$5.00 per badge made out to
Glenmont Commons HOA)

NEW OWNERS AS OF 9/1/10 _____
(Needing permanent badges)

Glenmont Commons Homeowners Association
Owner Info Sheet - 05/04/2011

***If you are a homeowner and live in your unit, please fill out this side. If you are a homeowner and rent your unit, please fill your information in on this page and your tenants on the Tenant page and include a copy of their lease-this is mandatory and required to be provided by the Association's governing documents.**

Please fax, email or mail back to avoid any possible penalties:

Cedarcrest Property Management
91 Clinton Road, Unit 1E, Fairfield, NJ 07004
melissa@cedarcrestpropertymanagement.com or Fax (973) 228 5422

***PLEASE PRINT* MANDATORY OWNER INFORMATION:**

Name: _____

Address: _____ Unit # _____

Home Phone #: _____ Work: _____

Fax #: _____ Cell #: _____

E-Mail Address: _____

***EMERGENCY CONTACT:**

Name: _____ Telephone #: _____

PLEASE LIST ALL YOUR VEHICLES ON PROPERTY

MAKE, MODEL, COLOR _____

YEAR AND PLATE NO: _____

MAKE, MODEL, COLOR _____

YEAR AND PLATE NO: _____

MAKE, MODEL, COLOR _____

YEAR AND PLATE NO: _____

Glenmont Commons Homeowners Association
Tenant Info Sheet – 05/04/2011

Please fax, email or mail back to avoid any possible penalties:

Cedarcrest Property Management
91 Clinton Road, Unit 1E, Fairfield, NJ 07004
Melissa@cedarcrestpropertymanagement.com or fax (973) 228 5422

***PLEASE PRINT* MANDATORY TENANT INFORMATION:**

Name: _____

Address: _____ Unit # _____

Home Phone #: _____ Work: _____

Fax #: _____ Cell #: _____

E-Mail Address: _____

***EMERGENCY CONTACT:**

Name: _____ Telephone #: _____

Relationship: _____

PLEASE LIST ALL YOUR VEHICLES ON PROPERTY

MAKE, MODEL, COLOR _____

YEAR AND PLATE NO: _____

MAKE, MODEL, COLOR _____

YEAR AND PLATE NO: _____

MAKE, MODEL, COLOR _____

YEAR AND PLATE NO: _____

GLENMONT COMMONS HOMEOWNERS ASSOCIATION

Morris Plains, NJ 07950

POOL RULES

1. There is no admittance to the pool area without a Glenmont Commons Resident or guest badge. All guests must be accompanied by a Resident. There is no admittance to the pool area unless a lifeguard is on duty.
2. Children under the age of 12 years must be accompanied by a parent or guardian (an adult is someone over the age of 18 years) at all times. ***Children under 5 years of age must wear a flotation device and have a parent in the pool with them at all times.***
3. Food is not permitted in the pool area. Non-alcoholic beverages are permitted, however, not in glass containers. Alcoholic beverages are strictly prohibited.
4. Tables, chairs and lounges cannot be reserved in advance.
5. Only bathing suits are permitted in the pool. Cutoffs are not considered bathing suits. Children wearing diapers/pull-ups must have the diapers covered by rubber pants.
6. No flotation devices (except as provided in Rule 2), no balls, Frisbees, or rafts are permitted in the pool or pool area.
7. No diving, running around the pool area, horseplay, or jumping in the pool is allowed.
8. No pets are allowed in the pool area or the pool house.
9. Any person showing evidence of a communicable disease or condition may be denied admission to the pool at the lifeguard's discretion.
10. The lifeguard will have the final say as to whether the pool will be open or closed during inclement weather.
11. Smoking is not permitted in or around the pool area and veranda. This includes all cigarettes, cigars and pipes. If you wish to smoke, you must exit the pool area.

***THESE RULES ARE SUBJECT TO BE CHANGED AT ANY TIME AS PER
RECOMMENDATION BY THE RECREATION COMMITTEE AND APPROVAL BY THE
BOARD OF TRUSTEES***

***By use of the enclosed badges, it is acknowledged that I have been given a copy of the rules
and regulations for the use of the pool.***

***I agree to read them and to make sure that I, and any guest of mine, follow these rules
without exception.***

Rev. April 2010