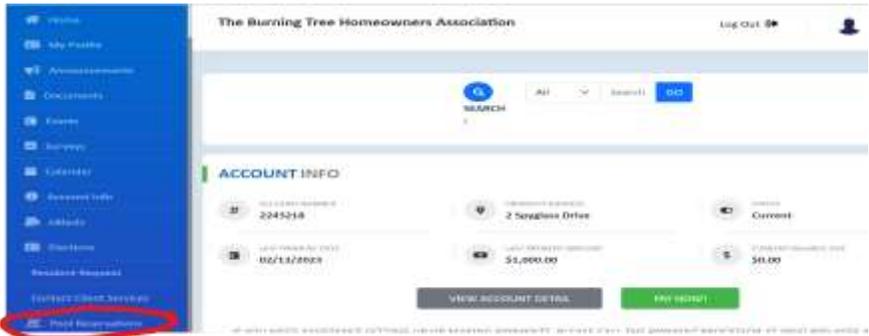


Burning Tree Pool Reservation Directions

The pool can be reserved on Tuesdays or Thursdays from 5:00 – 9:00 pm during the pool season. The pool vendor must confirm lifeguard availability first. The management company will notify the reserving party that the event has been scheduled. Payment must then be made to finalize.

There are 2 ways to reserve the pool. They are explained below.

1. **Submit Via Email** – You may submit your request via email to clientservices@advancehoa.com. Please provide your name, address, date, time of the event, and the attached application. Once pool availability and lifeguard availability are confirmed, you will receive an email notification. Once confirmed, payment must be made to complete the reservation.
2. **Submit on Portal (preferred)** – You may complete your request online using your homeowners’ portal at www.advancehoa.com/homewoner-login.html From the Home Page, select Pool Reservations.



Complete the request with the event date, time, number of guests, and any special directions. You must click on the reservation agreement box and then hit save.

IMPORTANT: Requests can only be made for Tuesdays & Thursdays from 5-9 pm. The manager must confirm lifeguard availability for the day/time of the event.



Will clean up the pool facility (including restrooms) and repair or restore any property damage resulting from the party to the satisfaction of the Pool Chairman or pay for same as directed by the Pool Chairman first using the deposit to pay someone to clean said areas. This includes returning all pool equipment to its storage location, including stacking lawn furniture. If water balloons or cutlery are found in skimmers or main filter, the deposit will be used for the unscheduled cleaning of system.

Agrees to reimburse the BTHA for any costs of collection including, but not limited to, legal fees for expenditures due to clean up, property damage or loss, personal injury or loss of life, and pay interest on the amount due of 18% per annum.

By checking this box, I am agreeing to the Usage Policy and Reservation Agreement Terms listed above.



BURNING TREE SWIMMING POOL RULES

You must know and enter the gate code. Letting people into the pool area that don't have the code is a violation. The gate code will be updated from time to time.

1. The pool is for the exclusive use of members of the Burning Tree Homeowners Association (BTHA) and their guests. All persons using the pool do so at their own risk. Guests must be accompanied by an owner at all times.
2. The season of pool operation will be set by the Board of Directors and will usually run from Memorial Day Weekend through Labor Day.
3. During the season, the pool will be open from 8:00 A.M. – 9 P.M. The Board of Directors, Pool Committee Members, or the lifeguard may close the pool when deemed necessary. This includes times of threatening weather and when air temperature is 65 degrees or lower.
4. NO LIFEGUARDS ARE ON DUTY UNLESS THERE IS AN EVENT TAKING PLACE.
6. Only persons 16 years of age and older may be in the pool area without adult supervision. An adult is someone who is 18 years of age or older.
7. All children between the ages of 8-16 yrs old must be accompanied by an adult. NO EXCEPTIONS WILL BE MADE.
8. Persons under the age of 25 are allowed to bring one guest each at any given time as long as they meet the age requirements specified above.
9. No pets of any kind shall be permitted in the pool area. Food and drinks are permitted on the grass and covered areas only. Glass objects (except eyeglasses) are NOT permitted in the pool area. Please dispose of all food/trash items in the receptacles to keep our pool area clean.
10. Grills and other cooking equipment can be used only in the northeast corner of the concrete deck.
11. Proper swimming attire is required in the pool area.
12. Persons with open skin abrasions, skin infections, respiratory tract illnesses, or other communicable diseases may not enter the pool.
13. Children in diapers may not enter the pool, swim diapers only are allowed.
14. No chewing of gum in the pool for health and filter reasons along with no water balloons allowed in the pool area.
15. Motor vehicles, golf carts, bicycles, roller skates, skateboards, or other such devices are NOT allowed/permitted in the pool area.
16. Smoking is not allowed in the pool area.
17. Members of the BTHA may reserve the pool for private parties at specified times. Any size group of people is considered a private party and must have a reservation for pool use.

The pool may be reserved as follows:

Tuesday, and Thursday 5:00 P.M. – 9:00 P.M. (not on Holiday weekends)

(Exceptions to this party schedule are at the discretion of the Pool Committee and only if arrangements are completed at least 10 days in advance so members can be duly notified.

To reserve the pool, arrangements must be made with the community manager.

1. Reserving a date on the homeowner portal and communicating with the manager in charge of reservations. Dates will be reserved on a first come first serve basis and will only be confirmed when the manager confirms.
2. A \$150 deposit (partially refundable) ...see pool party application for further information.
3. All parties are required to have a lifeguard whether guests swim or not. Lifeguards can only be arranged by our pool manager, John O'Donnell, at the contracted rate of \$35/hour per lifeguard. The party host is responsible for paying the lifeguard at the conclusion of the party. BTHA is not liable for their payment.



BURNING TREE HOA APPLICATION FOR PRIVATE PARTY

The undersigned hereby requests exclusive use of the Burning Tree Homeowners Association (BTHA) swimming pool facility to host a private party. The only days, and times private events can be held are between the hours of 5:00 PM and 9:00 PM on Tuesdays & Thursdays. Two weeks notice must be given to coordinate the lifeguards on duty. Day, and time of the pool reservation:

_____ Date _____ Times _____ Total Guests

BTHA insurance mandates that at least one certified lifeguard is on duty for all private parties. Certification of the lifeguard is required according to BTHA Lifeguard Qualifications. Once a party reservation is approved and scheduled, a lifeguard will be arranged by our Pool Contractor, John O'Donnell, at All Star Pools, Inc. at a contracted rate of \$35/hour per lifeguard. There must be one lifeguard per 20 guests. The party host is responsible for paying the lifeguard at the conclusion of the party. Please bear in mind that lifeguards are not responsible for any clean up (any help they offer is at their discretion).

Tendered herewith is \$150.00 to act as a deposit. \$100.00 of the initial deposit shall be nonrefundable and go towards the maintenance, chemicals of the pool, and reservation of the pool; the remaining amount of the deposit will be returned pending satisfactory clean-up, repair or restoration of the facility, and settlement of any and all claims associated with improper use of the facility. PLEASE MAKE 2 CHECKS PAYABLE TO BURNING TREE HOMEOWNERS ASSOCIATION: ONE FOR \$50 WHICH IS REFUNDABLE NOTING ABOVE CONDITIONS OF CLEANUP AND ONE FOR \$100, WHICH IS NONREFUNDABLE TO COVER THE POOL CHEMICALS, MAINTENANCE, and RESERVATION. Confirm pool reservation date with pool party coordinator, Steve Mitchell at steve.mitchell@advancehoa.com. Mail both checks to Steve Mitchell at 3600 S Yosemite St #400, Denver, CO 80237. Private parties will not be added to the official party reservation schedule until BOTH deposit checks are received along with signed party application form.

The undersigned acknowledges and affirms that he or she:

- Is a member in good standing of the BTHA and has read and understands the rules governing use of the pool and will enforce them during the course of the party.
- Is solely and completely responsible for the actions of all persons at the pool facility during the course of the party and for all of the pool area.
- Holds harmless and indemnifies the BTHA and its members, Board of Directors, and Swimming Pool Committee, both corporately and individually, for any damages resulting from injury, loss of life or property, or loss of personal property as a result of the private party.
- Will clean up the pool facility (including restrooms) and repair or restore any property damage resulting from the party to the satisfaction of the Pool Chairman or pay for same as directed by the Pool Chairman first using the deposit to pay someone to clean said areas. This includes returning all pool equipment to its storage location, including stacking lawn furniture. If water balloons or cutlery are found in skimmers or main filter, the deposit will be used for the unscheduled cleaning of system.
- Agrees to reimburse the BTHA for any costs of collection including, but not limited to, legal fees for expenditures due to clean up, property damage or loss, personal injury or loss of life, and pay interest on the amount due of 18% per annum.

Name: _____ Address/Phone: _____
Member Member

Signature: _____ Date: _____
Member Member

Signature: _____ Date: _____
Pool Committee Representative