



PPM

PROFESSIONAL PROPERTY MANAGEMENT, INC. OF RALEIGH

Dear Churchill homeowners,

The Churchill Community pool will be open for the season on **Monday, May 7<sup>th</sup>**. Closing is scheduled for September 9<sup>th</sup>. Before using the pool, you must review the pool rules that detail requirements for safe pool use and hours of operation. More information is posted at [www.churchillhoa.com](http://www.churchillhoa.com) like notices of emergency pool closing (when needed), unguarded pool hours waiver, pool registration form and pool key order form. If you did not receive this notice via e-mail, alert us immediately at [CCooper@ppmral.com](mailto:CCooper@ppmral.com).

Please read the enclosed rules thoroughly to avoid delays in accessing the pool. Some frequently-forgotten examples are that in order to swim, you will need your photo ID (actual or copy), proper swimming attire, and a working fob. All of the pool rules are for the safety and comfort of the residents and the enforcement will be necessarily strict.

Remember that to access the pool during unguarded hours, you must have a completed waiver on file. To register adult household members not listed on your deed, you must use the pool registration form. Both are available online and require one week of processing time, so submit them now. If you submitted them last year and have no changes, you do not need to re-submit. Now is also a good time to locate those key fobs!

Access to the pool is provided through key fobs. These electronic fobs have several features that will enable us to provide secure access to our facility and are designed to fit on your keychain. If you lost your fob, you must notify PPM so we can immediately deactivate the fob and arrange for a replacement. Lost fobs are deactivated before we issue a replacement. Remember that failure to pay your assessments on time will result in your key fob access being turned off! **You must show your fob and check in with the attendant and show ID. Having a fob is not sufficient for entry.** For many reasons, do not let people into the pool if they are knocking or do not have fobs. If they jump the fence, notify pool staff or call the police immediately.

It is **IMPORTANT** to note: you will only be allowed to access the pool during unguarded hours if you sign and return the enclosed waiver. **Those under 18 may not be in the pool area during unguarded hours without a parent or guardian present. No non-resident guests are allowed during unguarded hours.**

In order to receive additional pool fobs, visit the community website and complete the online form "Pool Key Order Form" located with forms under resources tab. Please note the charge for replacement and additional fobs in the rules. If you stop by our office to purchase additional fobs, please be sure to call first and note our office hours as we close early on Fridays. Thank you.

**Finally, a few summertime reminders:**

- Our pool rules are **strict**. Read the enclosed rules and discuss them with any family members who will be using the pool. Parents must immediately accompany small children (i.e. within arm's reach) and no member under 16 may use the pool without adult supervision.
- News, important information, and updates are posted on our HOA website at [www.churchillhoa.com](http://www.churchillhoa.com).
- Please report non-residents using the pool (if they are not accompanied by a Churchill resident) or people in the pool after 8 PM to Knightdale police immediately at 919-217-2261. The police do not enforce our pool rules, but they enforce trespassing.

Sincerely,  
Robert VanGraafeiland, AMS  
Community Manager, Churchill Community Association  
[robert@ppmral.com](mailto:robert@ppmral.com)



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