

# St. Charles Community Association

## 2019 Pool Tag/Sticker Application Information

### Here's who needs to complete this form:

- New residents (who do not have pool tags).
- Residents who did not apply for pool tags in previous years, but would like them for 2019.
- Renters of properties in St. Charles. **MUST BE ACCOMPANIED BY VERIFICATION FROM THE OWNER/CONTACT INFORMATION.**
- Residents with new additions to their resident families\* (i.e. new children born since 2018 pool tags were issued).
- Residents who need to replace lost tags (**only complete form for the tags that are missing & indicate which ones are replacement tags**)
- \$5 fee per lost tag **must accompany** the application for replacement pool tags.

### You DO NOT need to complete this form if :

- You were issued pool tags in a previous year and there have been no changes to your household. **2019 update stickers will automatically be issued for last year's tag holders.**

### Here's what to do next:

- If applicable, **complete form on reverse** (and include any fees).
- **Mail to:** St. Charles Community Association  
P.O. Box 21664  
Little Rock, AR 72221- 1664
- **Or email to:** [stcharleslr@hotmail.com](mailto:stcharleslr@hotmail.com)
- **Postmark the application or email it no later than MAY 6, 2019.**  
This will allow your tags to be available by opening weekend.  
**(Late applications cannot be guaranteed by Memorial Day weekend and will be processed in the order received.)**

### Important Information:

- Pool tags/stickers will only be issued to property owners in good standing (**all assessments & fees paid in full through 2019**).
- Pool tags will only be issued for property owners of St. Charles, St. Michael and St. Thomas and current permanent residents at those properties.
- **Renters of properties in good standing (all fees paid) may be issued pool tags, pending verification of residency from current owners.**
- Pool tags will not be issued for adult children (over 25) or grandchildren of property owners who do not meet the above requirements. Grandchildren can attend the pool as guests of their grandparents, free of charge. Hosts must remain at the pool with their guests.

**Pool tags and stickers will be available at the pool from the gate attendant once the pool opens.**

**Pool tags & stickers will not be mailed out.**

# St. Charles Community Association - 2019 Pool Tag Application

- Forms must be received via email or postmarked by **MAY 6, 2019** in order for tags to be available by opening weekend.
- Mail to: St. Charles Community Association  
P.O. Box 21664  
Little Rock, AR 72221- 1664
- Or email to: [stcharleslr@hotmail.com](mailto:stcharleslr@hotmail.com)

New Tag Requests \_\_\_\_\_ Replacement Tag Requests \_\_\_\_\_ \$ \_\_\_\_\_  
Number Number Amount Enclosed

**Replacement tag requests MUST include replacement fee of \$5 per lost tag payable to St. Charles Community Association.** Application must be completed in full in order to be processed.

Lot Number \_\_\_\_\_

		Circle	
		New or Replacement	
Residents' Name(s): _____		N	R
Last name	First Name		
_____	_____	N	R
Last name	First Name		
_____	_____	N	R
Last name	First Name		

Street Address \_\_\_\_\_  
**PHONE & EMAIL REQUIRED SO WE MAY CONTACT YOU WITH ANY QUESTIONS.**

Phone number \_\_\_\_\_ Email \_\_\_\_\_

Check here if applicant is authorized renter. Owner name/phone: \_\_\_\_\_

	Owner email _____		
<b>Children's Names</b>	<b>Date of Birth (M/D/Y)</b>	<b>Age</b>	<b>New or Replacement</b>
1. _____			N R
2. _____			N R
3. _____			N R
4. _____			N R

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**ST. CHARLES COMMUNITY ASSOCIATION OFFICE USE ONLY:**

Dues paid: \_\_\_\_\_ Pool tag number(s): \_\_\_\_\_

Date issued: \_\_\_\_\_ Total issued: \_\_\_\_\_ A \_\_\_\_\_ Y \_\_\_\_\_ C \_\_\_\_\_

New: # \_\_\_\_\_

Date received: \_\_\_\_\_ Replacement: # \_\_\_\_\_ \$ \_\_\_\_\_