

ANNUAL MEMBER REGISTRATION

Village Harbor Property Owners Association

10115 Cambridge Place Fort Smith, AR 72903

479-242-8476 director@villageharbor.com villageharbor.com

COMPLETE, SIGN AND RETURN WITH ANNUAL ASSESSMENT PAYMENT.

REGISTRATION FORM MUST BE RECEIVED FOR MEMBERSHIP CARDS TO BE ACTIVATED OR RE-ACTIVATED. CARDS MUST BE ACTIVATED TO USE THE FACILITIES.

***** PLEASE PRINT ALL INFORMATION CLEARLY *****
PROPERTY OWNER INFORMATION

Year: _____

Lot No: _____

Property Owner 1: _____ Age: _____

Property Owner 2: _____ Age: _____

Property Address: _____

Is This Property A RENTAL Property? Yes _____ No _____

Billing Address: _____

City/State/Zip: _____

Property Owner 1 Phone: _____

Property Owner 2 Phone: _____

Other Phone(s): _____

Email Address 1: _____

Email Address 2: _____

How would you like to receive newsletters, social invitations, notices of events or general updates? (circle one)

US Postal Service Email

Already signed up for email notifications. No changes required.

Children or Other Dependents*

Children or dependents must reside in the home. For family members who live outside of Village Harbor a Pool Pass can be purchased. Call 479-242-8476 ext. 1 for more information.

Full Name: _____ Age: _____

Full Name: _____ Age: _____

Full Name: _____ Age: _____

Full Name: _____ Age: _____

Full Name: _____ Age: _____

Full Name: _____ Age: _____

Required (please check):

I confirm and affirm that the above children and/or other dependents are permanent residents and reside at the property address listed. Should any issue arise concerning residency status, the homeowners shall cooperate and furnish requested documentation that may be necessary in order to resolve any residency issues.

Age must be provided in order for Membership Cards to be issued.

For dependents who turned 10 years of age in the last year, a new membership card will be issued free of charge.

NEW MEMBERSHIP CARDS NEEDED (circle one): Yes / No Needed For: _____

There is a \$5.00 fee per card to replace lost or stolen membership cards. Please include with payment for Annual Assessment.

Paperless Billing: Yes, Sign Me Up (must provide current email address) No, I'm Not Interested. Send invoices & statements via USPS

Payment Preference (circle one): Cash Check Bank Transfer* *There is a \$4.25 processing fee for each bank transfer transaction

PLEASE CHECK THE COMMITTEES /AREAS THAT YOU WOULD LIKE TO SERVE ON (committee descriptions on reverse side)

Property Owner 1: Architectural Control Communications/Marketing/Welcoming Grounds Marina Nominating

Pools/Pavilion Socials Tennis Courts Board of Directors Call if needed

Property Owner 2: Architectural Control Communications/Marketing/Welcoming Grounds Marina Nominating

Pools/Pavilion Socials Tennis Courts Board of Directors Call if needed

Comments and/or Suggestions: _____

PROPERTY OWNER AFFIRMATION

I affirm that all information submitted on this VHPOA Annual Member Registration form is true to the best of my knowledge and belief.

Property Owner Signature _____

Date _____

OFFICE USE ONLY

Acct.#: _____ Registration Form Rec'd: _____ Assessment Paid: _____ QB Updated: _____ Member Track Updated: _____ USPS List: _____ Email List: _____

Cards Issued: Adult: _____ 9 & Under: _____ Cards Activated: _____ Cards Reactivated: _____ Cards Mailed / Cards Picked Up / Cards Ready for Pick Up: _____

Committee Chairman Notified _____ Other _____ Notes: _____

VILLAGE HARBOR PROPERTY OWNERS ASSOCIATION
COMMITTEE DESCRIPTIONS

ARCHITECTURAL CONTROL:

Assist the Board of Directors with supervision and enforcement of the architectural and protective covenants, maintain property values and the general appearance of the subdivision.

COMMUNICATIONS/MARKETING/WELCOMING:

Assist with the collection of information for the monthly newsletter; promoting our newsletter, website and communication among members; utilize social media to market the neighborhood; welcome and orient new property owners to facilities, covenants, bylaws and policies of Village Harbor.

GROUNDS:

Assist with the maintenance, repair and improvements to the Village Harbor common areas

MARINA:

Assist with the operation and maintenance of the boat dock and the adjacent property; recommend repair and improvements as well as recruit new users

NOMINATING:

Responsible for the nomination of candidates for election to the Board of Directors.

POOLS/PAVILION: Assist with the operations of the pools and pavilion; coordinate the repair, maintenance and improvements to pool, pavilion and facilities.

SOCIALS: Assist with the planning, development and hosting of various social events during the year.

TENNIS COURTS: Assist with the repair and maintenance, and long term improvement goals of tennis courts.

BOARD OF DIRECTORS: The Board of Directors is composed of nine directors who are elected to serve 3 year terms. The terms are staggered so three directors are elected each year. Board meetings are held once a month. The board is responsible for the overall operation of Village Harbor Property Owners Association.

IMPORTANT INFORMATION

- The Annual Assessment is due annually on January 1st . Your account will be considered delinquent and collection fees will be assessed if payment for the annual assessment is not received by March 15th.
- Annual Member Registration form **MUST** be submitted for Membership cards to be activated or reactivated. Scan the QR Code below if you prefer to complete the form online.
- Failure to submit the Annual Member Registration form before the pools open for the season will result in the inability to use the amenities until the form is completed.
- Property Owners can receive invoices, receipts, statements and make payments via Bank Transfer when enrolled in Paperless Billing.

