

DOUBLEGATE NEWCOMER PACKET

Hello new neighbor! We are delighted you've chosen to make DoubleGate your home.

Attached are a few forms to get you started with the HOA (Homeowners Association) and S&T (Swim and Tennis) memberships. While these organizations are optional, we enthusiastically encourage you to join both. For information on benefits, policies, neighborhood activities or to contact a Board member, please visit our website at:

<http://www.doublegate.net/>

(Note that access to most website content requires HOA and /or Swim & Tennis Club membership.)

Your neighborhood contact or block captain is:

Name: _____

Telephone: _____

E-mail: _____

Enclosures:

Letter from DoubleGate Homeowners Association (HOA)

DoubleGate HOA Questionnaire

DoubleGate HOA Annual Dues

Letter from DoubleGate Swim and Tennis Club, Inc.

DoubleGate Swim and Tennis Club, Inc. Resident Membership Application

Letter from DoubleGate Homeowners Association (HOA)

Dear New DoubleGate Resident,

On behalf of your 436 neighbors who also call DoubleGate subdivision their home, welcome to the neighborhood!

In an effort to continually improve the community, DoubleGate formed an HOA some years ago. The HOA is managed by neighborhood volunteers: block and zone captains, assorted committee chairs, and an elected board. HOA dues and volunteers support:

- The construction and maintenance of entrances to our subdivision, including landscaping, lighting, and irrigation.
- A neighborhood Directory, updated periodically and published yearly.
- An Information Packet to welcome new residents.
- A neighborhood newsletter, “The DoubleGate Update”.
- The DoubleGate eBroadcast (sign-up required) for timely dissemination of important information.
- Our own interactive website, www.DoubleGate.net (jointly with the Swim and Tennis Club).
- A neighborhood-wide garage sale.
- Representation at zoning and other regional meetings of community interest.
- Monthly HOA meetings where residents can meet their neighbors, learn about issues affecting DoubleGate, and express opinions and concerns.
- Social activities: Events vary from year to year, depending on member interest. In the past we’ve enjoyed “Breakfast with Santa”, ”Men’s Poker Night”, “New Resident Wine and Cheese”, “Halloween Party, “Mardi Gras Party”, “Easter Egg Hunt”, “End of School Party”, “Football Tailgating”, and more.

Although HOA membership is voluntary, the vast majority of your neighbors renew their membership annually. This testifies to the quality of the HOA and the services it provides. Because of this, we are excited to extend an invitation to you to **join the DoubleGate Homeowners Association today.**

Warmest regards,
The DoubleGate HOA Board

DoubleGate HOA Questionnaire

Homeowner Name 1: _____

Homeowner Name 2: _____

Address: _____

Home Telephone Number: _____

Where did you move from? _____

Occupation 1: _____

Occupation 2: _____

Hobbies/Interests 1: _____

Hobbies/Interests 2: _____

E-mail address 1: _____

E-mail address 2: _____

Child's Name	Birthdate MM/DD/YY	Telephone # (if different)	Babysitter? Y/N	Lawn Care? Y/N	Pet Care Y/N

DoubleGate HOA Annual Dues

Annual dues are \$80, payable by December 31. As a new resident, your dues are pro-rated as follows:

<u>Move-in date</u>	<u>Pro-rated dues</u>
January – March	\$80
April – June	\$60
July – September	\$40
October – December	\$20

Please deliver your check (payable to “*DoubleGate HOA*”), along with the DoubleGate HOA Questionnaire (page 3), to:

Deb Gettings, HOA Directory
9840 Kennebec Way
Alpharetta, GA 30022-1037
directory_hoa@doublegate.net
(770) 248-9131

Thank-you very much for your support and welcome to the neighborhood!

Letter from DoubleGate Swim and Tennis Club, Inc.
9900 Twingate Drive
Alpharetta, GA 30022

DOUBLEGATE HOMEOWNER

Subject: Resident Membership Application Information

We are pleased to provide you with the attached Membership Application Form for membership in the DoubleGate Swim and Tennis Club, Inc. We encourage you to make your application promptly to avail yourself of the lower initiation fees available to those new homeowners who make application within 30 days after the closing date on their home.

We would encourage you to consider participation in the Club's activities by serving on one or more of the Club's Standing Committees. Your participation would enhance member input into the operation of your Club. These committees are formed each year at the Annual March meeting.

You will receive a Certificate of Stock, indicating your rights of membership in the Club, within twenty (20) days after receipt of your completed application form and payment of the initiation fee and annual dues for the coming year.

If, after reviewing the attached application form, you have any questions regarding the operation of the Club, please call or e-mail me.

We wish to assure you that these facilities will be operated with your safety and enjoyment in mind at all times.

Karin

Karin Ranzau
(770) 663-3914
Membership Chairperson
membership@doublegate.net

DoubleGate Swim and Tennis Club, Inc. Resident Membership Application

Date _____

- I. Resident Membership is restricted to persons residing in a home located in DoubleGate Subdivision. Resident members and their immediate family, residing under the care and support of a Resident Member shall have all the privileges afforded by the Club, provided that only the Resident Member shall have voting rights.

II. Application Information

A. Name in Full _____ Date of Birth _____

B. Residence Address _____ Phone # _____

C. Emergency Address _____ Phone # _____

D. Spouse's Name _____

E. E-mail Address _____

F. Children's or other Relations' Names:

Name _____ Date of Birth _____

Name _____ Date of Birth _____

Name _____ Date of Birth _____

Name _____ Date of Birth _____

G. New Home ____ Resale ____ Former Owner Name _____

- III. Applicant understands that he shall have no beneficial interest in the properties of the Club but only the privilege of using and enjoying the Club's facilities.

IV. Initiation Bond and Annual Dues will be assessed on the following basis:

A. Initiation Bond for membership in Swim and Tennis is \$1500.00. A discount is available to new homeowners who join within 30 days of closing on their residence. Please call the Membership chairman, Karin Ranzau, (770) 663-3914, for more information.

B. The Club's Membership Year will be from June 1 of the current calendar year through May 31 of the following year. Annual Dues, currently \$495, will be billed on or about April 15th. Any member who does not pay on time will be assessed a 10% late fee. Annual Dues for members will be due and payable 30 days from the billing date. Residents who join the Club after July 1 will have Annual Dues assessed on a prorated basis.

DoubleGate Swim and Tennis Club, Inc.
Resident Membership Application (continued)

V. Refunds of Initiation Bonds will be provided in accordance with the following policy:

A. Homeowners/ members who joined the Club AFTER JUNE 1, 1991 and sell their home, which precludes their continued membership in the Club, are entitled to the following: a refund of 2/3 of their bond the first year and each year thereafter, the refund available will be 2/3 of the previous year's availability, until the sixth (6th) year, when no refund will be available.

Initiation Bond	\$1500
1 st Year Refund	\$1000
2 nd Year Refund	\$667
3 rd Year Refund	\$444
4 th Year Refund	\$296
5 th Year Refund	\$198
6 th Year Refund	\$0

B. One half of Annual Dues are refunded if the member moves within the first six months (June 1 – Nov. 30). They are not pro-rated – it's one half or nothing. If members are past the 5 year limit for Bond refunds, they may still receive a refund of the Annual Dues.

C. The Club has the right to hold this refund until your membership has been replaced by a new member and the Board has reviewed the financial condition of the Club and its ability to make this payment. Every effort will be made to return these monies as soon as possible.

D. Initiation Bonds are not transferable.

VI. Payment of the Initiation Bond and Annual Dues should be submitted in separate checks payable to *DoubleGate Swim and Tennis Club, Inc.* Checks must be made in full (no partial payments). These checks, along with the completed RESIDENT MEMBERSHIP APPLICATION form should be mailed to:

Karin Ranzau
930 Circassian Court
Alpharetta, GA 30022-1037

The undersigned applicant understands that persons granted membership status in DoubleGate Swim and Tennis Club, Inc. shall abide by the Club's Membership Agreement, Bylaws, and Rules and Regulations and that the Club reserves the right to terminate or change Membership Fees or privileges at any time with reasonable notice to Members.

Signature _____ Date _____