

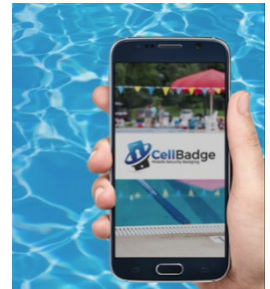
Park Summit HOA

c/o Vanguard Management Associates, Inc.
P.O. Box 39 • Germantown, Maryland 20875-0039

Spring 2026

Electronic Pool Passes Are Here!

The Board of Directors for the Park Summit HOA will be using the electronic pool pass system for the 2026 summer season. **Homeowners will not need to re-register this year if they registered last year unless there are changes to the household.** Homeowners who still have not registered must complete the online pool registration and virtual ID process for pool access. The pool will open on Saturday, May 23, 2026.



If you are a tenant, please note that the homeowner must complete the registration process and authorize your use of the pool. Homeowners can sign up and register using: <https://www.cellbadge.com/parksummit/Register> on your computer, smartphone, or tablet.



Registration Instructions. This is a multi-step process!

1. Sign up as a new member using the **GREEN BOX**
 - Please use the property address in Park Summit HOA.
 - Once you submit your basic information, it is sent to the management/pool administrator to confirm that you are a homeowner in Park Summit HOA.
 - You will receive a text/email once your information has been validated. At this time, your final registration is PENDING until you update your household members (see below).

Not Approved Yet? You need to register. ←

Previously or Approved

Initial Add Request One Time Only

Once you are approved, you do not need to do this again. ADMIN will need to approve your request to be added. Once they approve your request, you will get an email and text. Then you come back to this page and follow the instructions on the right side of the page.

Household Last Name:

Pin: **THIS BOX FIRST**

Emergency Phone:

Mobile:

Enter or Update Household Members

For security purposes, you need to enter your email or mobile number to request a **single use PIN**. This PIN will be sent to you via email and text and you will be automatically directed to the page to enter the PIN. Once you enter the PIN, you will be at the page to enter all your household members. **Don't forget to add yourself.** You can also update or make changes here as well. Once you log in, the PIN number is no longer valid and if you exit from the page, you will need to go back and request another PIN to log in again.

Email Address:

Mobile:

protected by reCAPTCHA
Privacy · Terms

2. After you receive your text/email, return to: <https://www.cellbadge.com/parksummit/Register> using the **BLUE BOX** "Registered Previously or Approved" and enter your email address and phone number to get your unique PIN to authenticate your account.
 - You will receive a PIN via text and email. Enter the PIN to continue the process.
3. After entering your PIN, you will be taken to the POOL REGISTRATION page:
 - Register every member of your household (first and last name and age category).
 - Once you submit your information, your registration is sent to the pool administrator/community manager for final approval.
 - You will receive a confirmation text/email to notify you when your registration has been ACCEPTED.
 - On your first visit to the pool, a lifeguard on duty will take your photograph to accompany your registration and complete your household record.

4. After this process is complete, your access to the pool for the remainder of the season will be quite simple. No pass is required – just check in with the lifeguard by providing your name and address, and they will be able to access your “virtual ID card” and photo and allow access to the pool. This new process takes the place of the old pool pass system.
5. Guest passes: Residents will receive “virtual guest passes” for use at the pool during the summer. All other guest rules, including the maximum number permitted per resident, remain in place.

General Pool Information and Reminders

You are encouraged to go online to complete the application process as soon as possible.

Any online registrations received after May 15th will be processed as quickly as possible but are not guaranteed to be processed before the pool opens.

The 2026 Pool Guidelines are not included in the package; however, all homeowners who complete the registration process acknowledge and agree to the pool rules. If you are renting your home, you must provide these documents to your tenants. By adding them to your registration, you certify that your tenants also agree to adhere to the pool rules and the Agreement. Please visit the homeowner portal at <https://portal.vanguardmgt.com> (Pool) to review these documents before completing your registration. **Incomplete registration requests will be rejected to the applicant and must be resubmitted to include all missing information.** Please note that this will delay the processing and completion of your registration.

In order to receive approval for pool access, you must meet the following qualifications:

1. You must live in or own a home in Park Summit HOA.
2. **Your assessments must be current.** If you have questions about your account, contact Vanguard Management’s accounting department at info@vanguardmgt.com.
4. The **homeowner** must complete the online registration. If you are a tenant, please contact the homeowner and encourage them to complete the registration.

Thank you,

The Board of Directors

Park Summit Homeowners Association