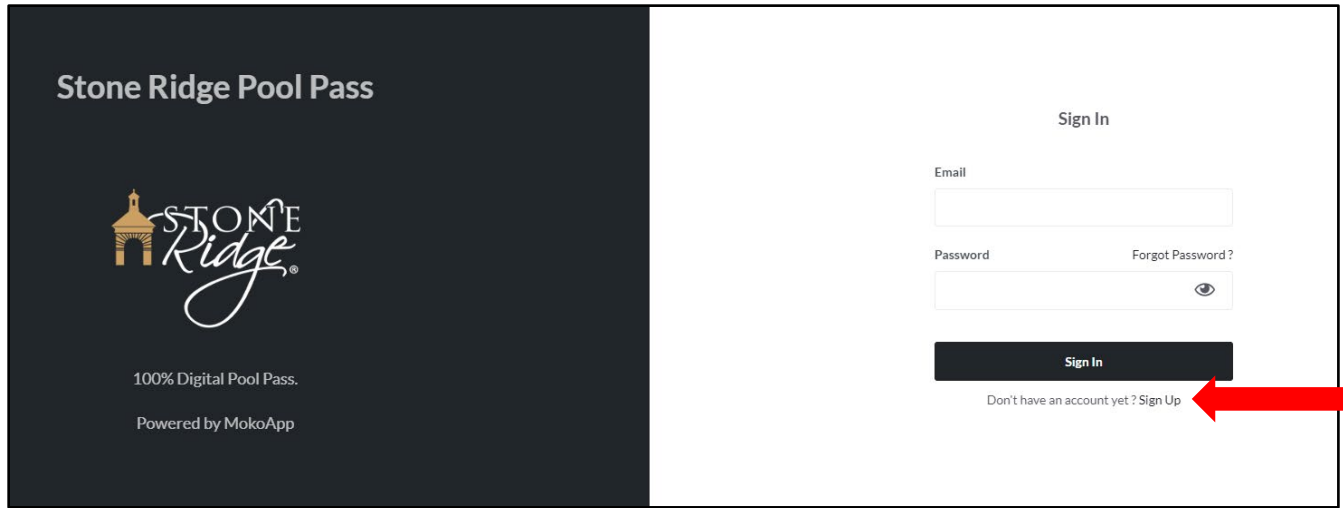


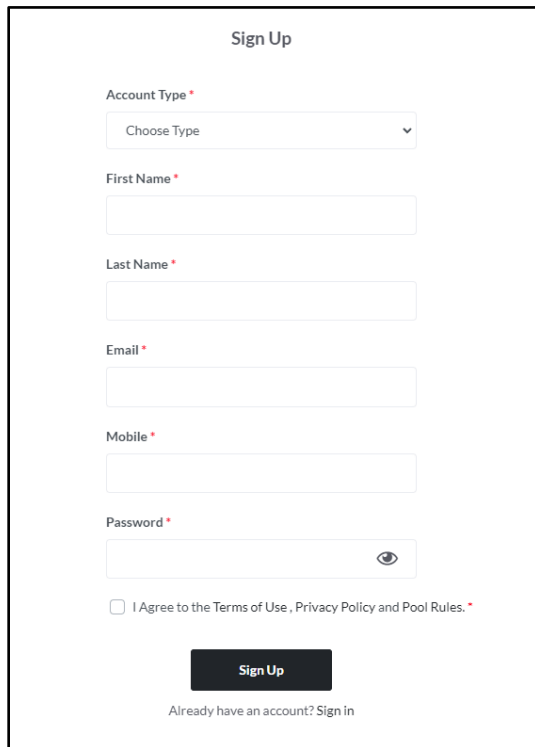
Creating Your Online Pool Pass, Adding Family Members & Purchasing Guest Passes

1) Go to stoneridge.mokopass.com or select Pool Pass using the Stone Ridge mobile app. Select Sign Up.

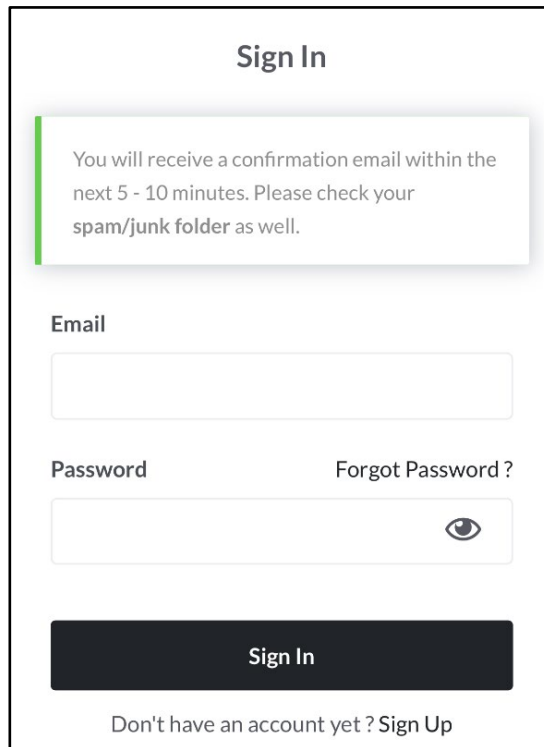


The screenshot shows the Stone Ridge Pool Pass website. On the left, there is a dark sidebar with the Stone Ridge logo and text: "100% Digital Pool Pass. Powered by MokoApp". On the right, the main content area is titled "Sign In". It contains an "Email" input field, a "Password" input field with a "Forgot Password?" link, and a "Sign In" button. Below the button is a link that says "Don't have an account yet? Sign Up", which is highlighted by a red arrow.

2) Enter the information requested, create a password, select the Box to "Agree to the Terms of Use, Privacy Policy and Pool Rules," then hit Sign Up. You will then be asked to verify your email.

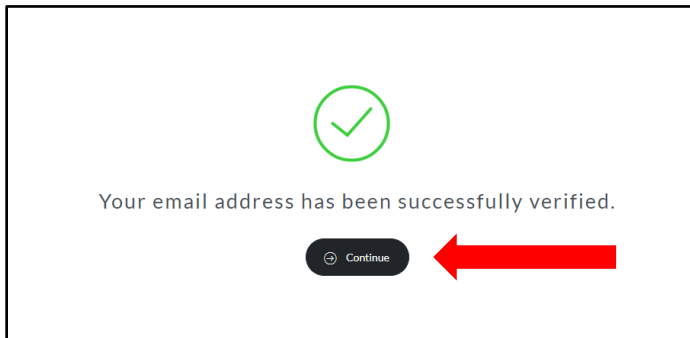
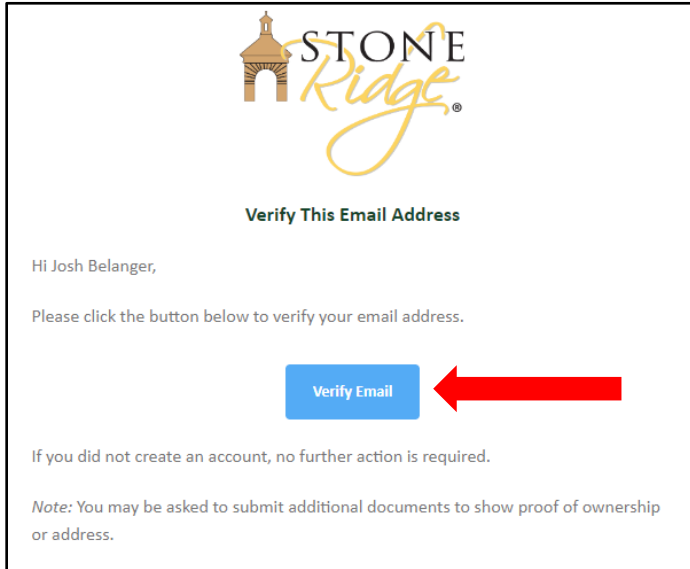


The screenshot shows the "Sign Up" page. It features a "Sign Up" title and several input fields: "Account Type" (a dropdown menu with "Choose Type" selected), "First Name", "Last Name", "Email", "Mobile", and "Password" (with a toggle icon). Below the fields is a checkbox labeled "I Agree to the Terms of Use, Privacy Policy and Pool Rules." and a "Sign Up" button. At the bottom, there is a link that says "Already have an account? Sign in".



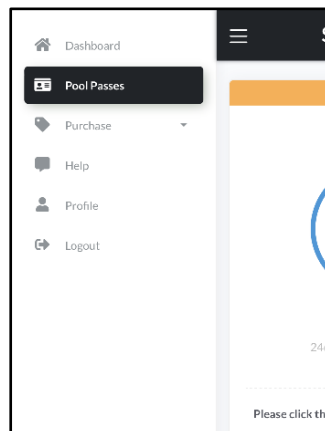
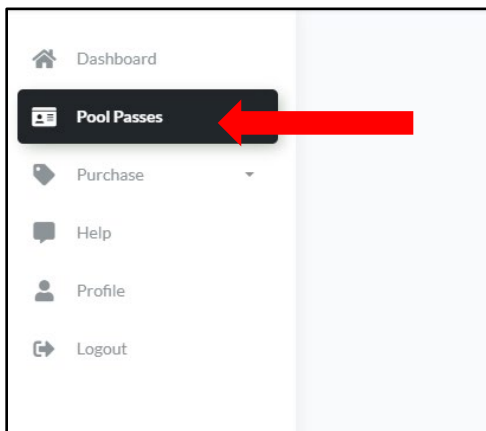
The screenshot shows the "Sign In" page. At the top, there is a confirmation message in a light green box: "You will receive a confirmation email within the next 5 - 10 minutes. Please check your spam/junk folder as well." Below this, there is an "Email" input field, a "Password" input field with a "Forgot Password?" link, and a "Sign In" button. At the bottom, there is a link that says "Don't have an account yet? Sign Up".

3) Go to your email and open the email from Stone Ridge Pool Pass. Select Verify Email then Continue. If you do not receive the email, check your spam/junk folder then contact the Association office.

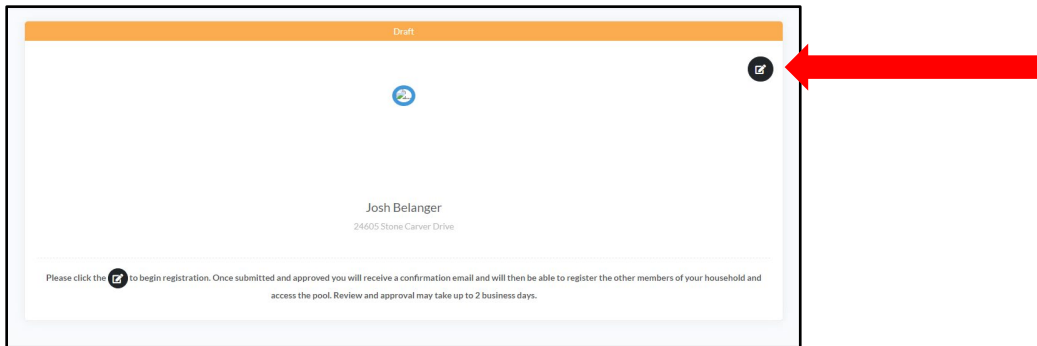


4) Your account email has now been verified. **For staff to approve your account, you will now need to upload a headshot photo.**

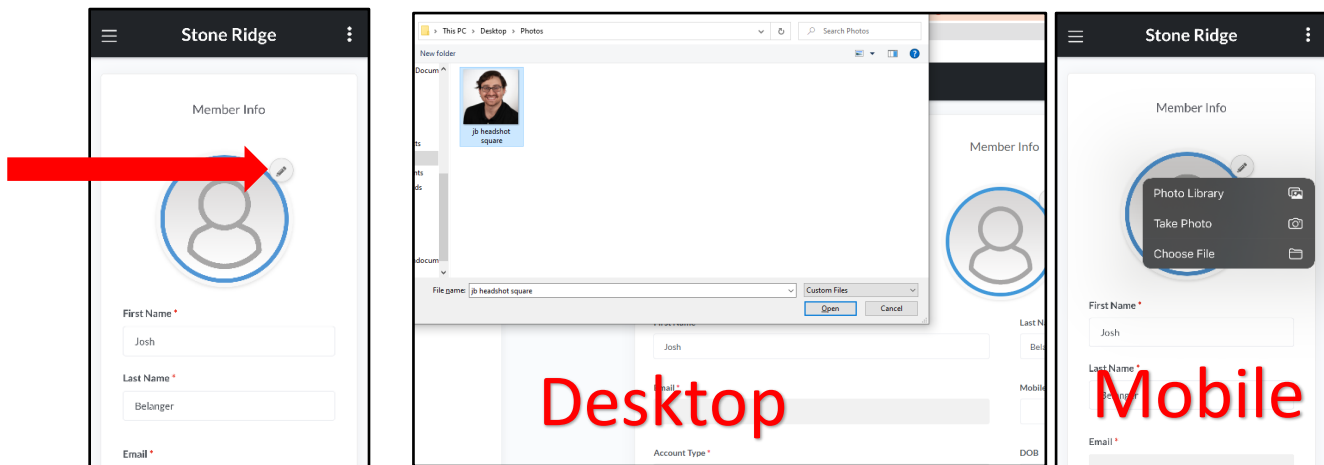
5) To upload your photo, select Pool Passes from the left side menu. On the mobile device, select the hamburger on the top left corner to open the menu option.



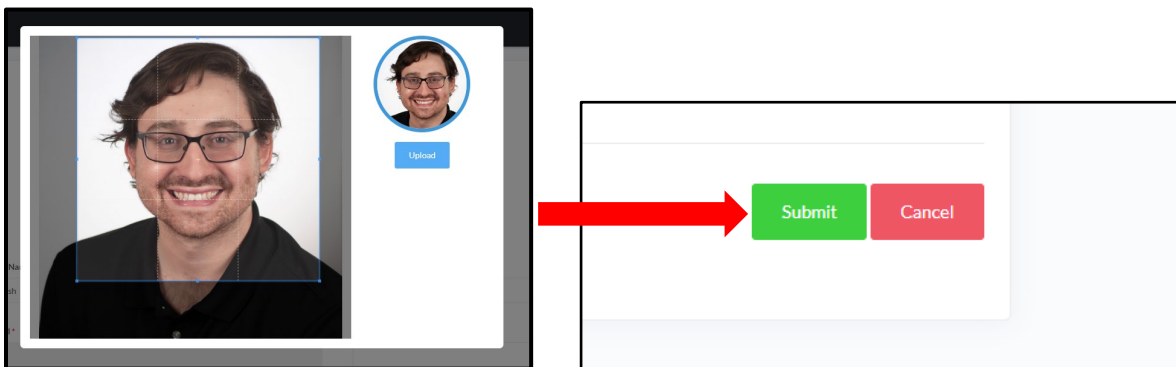
6) Select the Black Pen button to edit your profile.



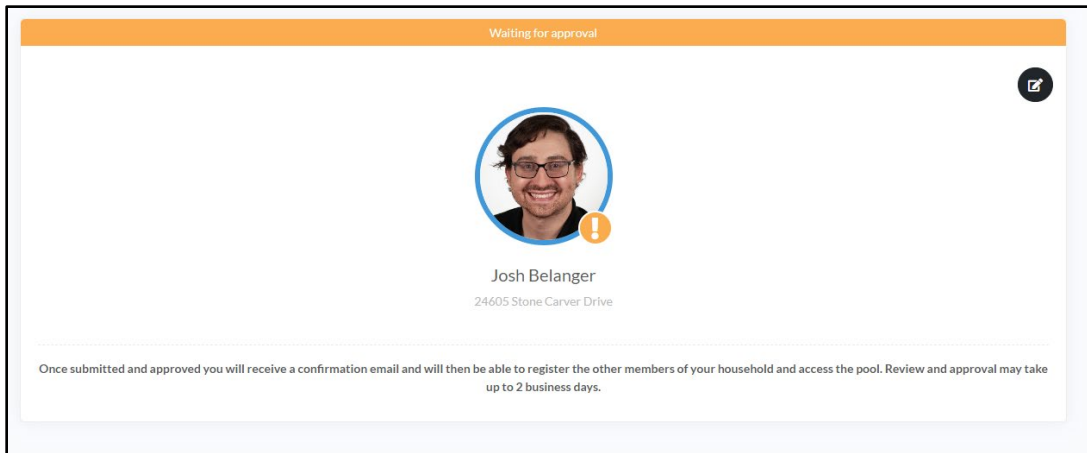
7) Select the Pencil icon on the circle silhouette under Member Info. If you are on a desktop computer, you will be given the option to choose a saved photo. Select the photo then select Open. If using a mobile device, it will give you the option to choose from your photo library or take a photo.



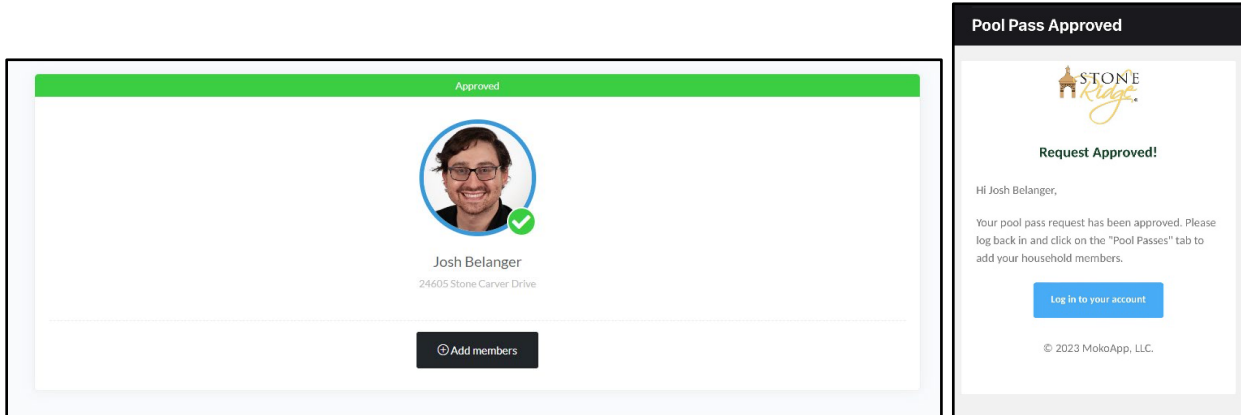
8) Crop the photo as necessary, then select Upload. Select submit.



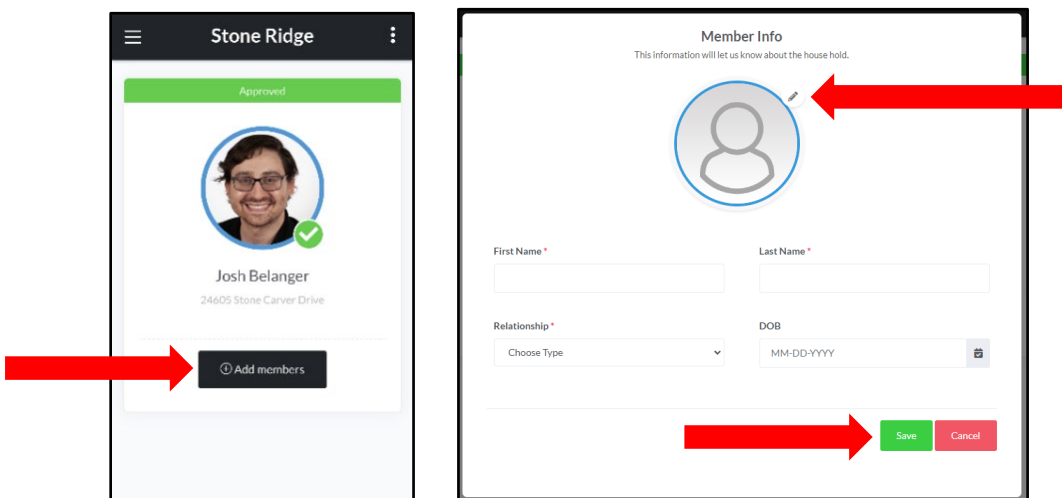
9) Please allow up to 2 business days for staff to approve your account.



10) Once approved by staff, your account will turn green. You will also receive an email notification.

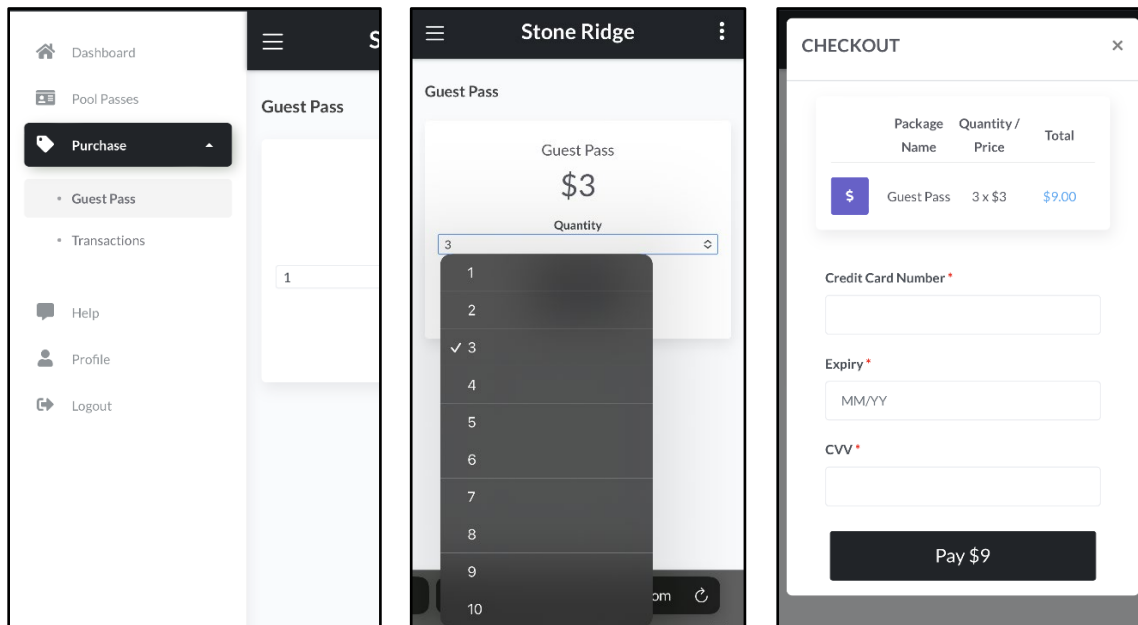


11) You can now add the rest of your family by repeating steps 5-10. Once approved, your family members will be all set to use the pool. *Pool passes for family members not listed on the Membership Application on file with the Association will not be approved.

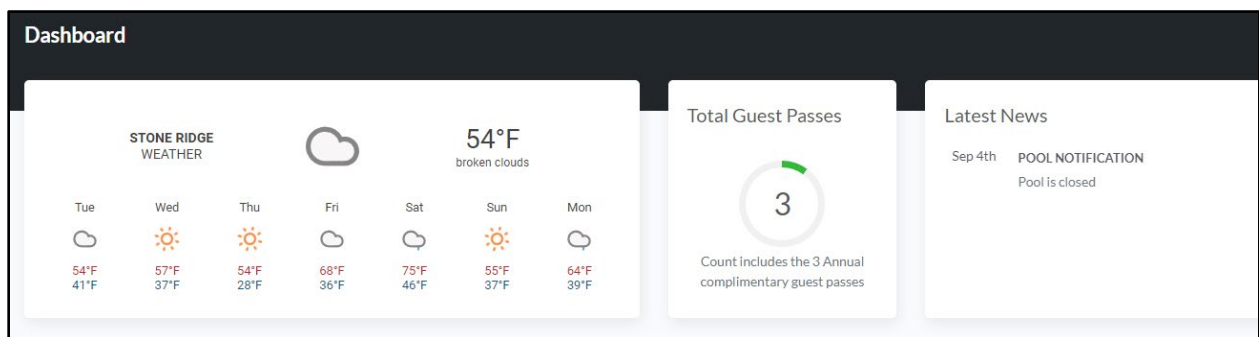


If you have any trouble setting up your pool pass account, please contact the Association office at office@stoneridgehoa.org or by calling 703-327-5179.

To purchase additional guest passes, select Purchase from the left side menu. Guest passes are \$3/pass and can be purchased online using a credit card. Any unused purchased guest passes will roll over to the next year.



Your Dashboard (home page) will reflect the number of guest passes on your account. The dashboard will also show the weather and Latest News, which will include notifications on pool closures. Make sure to log in before heading to the pool to purchase guest passes, check the weather and confirm pool status.



Now that your household's pool pass account is established, simply give the lifeguards your name or address upon check-in to access the pools. Bringing a guest? Just tell the lifeguard that you will be using a guest pass and it will be deducted from your account after check-in.