



Potomac Valley Management, LLC

Professional Management for Co-Ops, Condos & HOAs

May 8, 2023

Dear Collington Station & Collington Manor Homeowners:

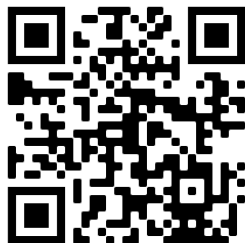
We are preparing for another wonderful season. The swimming pool will be opening on the weekend of Memorial Day on Saturday, May 27, 2023.

If you registered last year, you do not have to register again. You must access the system by going to the site to search for your home by address or name. If you need to edit names you may do so at this time. Visit collington.cellbadge.com/?Register.

If you are not eligible to receive your passes you will find that your status is marked invalid. Contact the office at 301-390-4090.

If you are a new homeowner or did not register last year please visit collington.cellbadge.com/?Register for the online application. You will need to present the digital pass for entry.

Use your cellphone, laptop, computer, or tablet to log in at collington.cellbadge.com/?Register to start the registration process or scan the QR code below:



Follow the 2-step process below for registration:



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Step 1: Click Registration

Resident Registration Screen

Collington Station Recreation Association
Membership and Facility Access Tracking

Collington Station Recreation Association
0 Checked-in

BOWIE WEATHER 68°F broken clouds

Wed	Thu	Fri
68°F 48°F	68°F 54°F	72°F 59°F

Announcements

Pool Opening Wanda McCullough, May 10, 2022
The Collington Station Recreation Association pool will be opening on Saturday, May 28 at 11:00 am for the summer season. [...more](#)

I need...

...to Register
If you are looking to register for access to this facility, click the Registration button below.
[Registration](#)

...Help
For Facility Access Questions
Contact: PVMGT Customer Service
Phone: (301) 390-4090
Email: customerservice@pvmgt.com

Once you complete the initial registration process you should receive confirmation by text or email. Your status is now in a “pending” status.

Step 2: Add Members of Household and/or Request Pin

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:

Find Your Address:

Street Address:

Mobile:

Email Address:

Emergency Phone:

Can match Mobile number

[Request Access](#)

If you do not have the information required to register online, please contact your facility administrator.

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:

[Request PIN](#)

Have you already received your pin? [Click here](#)

When entering the members of your household you have the option of uploading a photo for each person. Photos are not required, but they are preferred. **You will receive confirmation by text or email stating approved.**



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Each time you visit the pool the Attendant/Lifeguard must check you in on their tablet. If your status is **invalid** (meaning you are not approved to enter) please contact Potomac Valley Management at 301-390-4090 during business hours (M - Thurs 9am - 4pm and Friday 9am - 2pm) only. The office is not available for approval beyond these hours. **(No weekend approvals granted)** **Note:** If your assessments are past due your status will be invalid.

If you do not have access to a cellphone, computer, laptop, or a tablet you may contact a relative to do the registration for you or contact our office during our business hours of operation and we will assist you with registration over the phone.

Because this is a controlled process, please let the Lifeguard know when you arrive for check in and **when you leave**. They must check you **“in & out” of the pool**. This is also for safety reasons.

If there is inclement weather or a pool closing for any reason it will be posted on the same site where you registered. During pool closures no one will be allowed to check in electronically or in person. To save time check the pool closure status before you leave home. **We hope you enjoy the pool season!**

If you have any questions or concerns, please do not hesitate to reach out to the management company via email: customerservice@pvmgt.com. or office: 301-390-4090.

Have a great and safe summer!

Thank you, in advance, for your attention.

Sincerely,

Wanda McCullough

Wanda McCullough, PCAM
Management Agent