

## **SHIPSHAPE POOLS OF JAX**

11111 San Jose Blvd. Suite 56/1075  
Jacksonville, FL 32223  
Phone: 904-701-4525  
Email: Enrique@shipshapepools.com  
Licensed & Insured | CPO#: C-128034

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## **SERVICE AGREEMENT**

Johns Creek HOA  
12890 Ellis Island Drive  
Jacksonville, FL 32224  
c/o: Signature Realty & Management, Inc.  
Attn: Gina Carrie

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## **SCOPE OF WORK**

Shipshape Pools of Jax agrees to provide routine pool maintenance for the Johns Creek HOA community pools. Any modifications to this scope must be agreed upon in writing before contract execution and may result in fee adjustments.

### **Routine Services Include:**

- Full chemical testing, treatment, and stabilization
- DOH-compliant digital log maintenance (via automated logging system)
- Backwashing of pool filters as needed\*
- Super-chlorination (shock treatment) as needed\* (Pool will be closed for 12-24 hours)
- Vacuuming and netting of the pool\*
- Brushing of pool walls, steps, and floors\*
- Cleaning of perimeter waterline tile\*
- Inventory and management of chemicals and supplies (specialty chemicals require approval)
- Monitoring water level to ensure proper skimming
- Notification of repair needs (repairs require written approval)

\* "As-needed" services will be performed based on professional evaluation.

### **Not included:**

- Furniture cleaning, restroom facilities, screen enclosure maintenance, stain removal, or deck cleaning



### **Additional Notes:**

- In the event of a natural disaster, pool pumps may be shut off to prevent equipment damage due to flooding.
  - If access to the pool area is restricted, or if conditions are unsafe due to lightning, heavy rain, flooding, or construction, service may be postponed or limited. Missed services under these circumstances will not result in a credit unless more than one consecutive week of service is affected.
  - Additional visits are available upon request at \$150 per visit.
  - All chemicals will be supplied exclusively through Shipshape Pools of Jax.
  - Pools may be temporarily closed for emergency health or safety events (e.g., fecal contamination).
  - Minerals and metals in fill water may stain surfaces. Shipshape Pools of Jax is not liable for such staining. Specialty stain-prevention chemicals may be applied for an additional cost. Use of these products does not guarantee complete prevention or removal of stains.
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### **MONTHLY SERVICE FEE**

#### **Off Season Months:**

November – March: Monday and Thursday or Friday: **\$560.00/mo.**

#### **Operational Months:**

April – October: Monday, Wednesday, and Friday: **\$710.00/mo.**

\*Notes: Chemicals are NOT included in monthly prices shown above.

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### **START-UP & ANNUAL WORK**

Additional start-up fees may apply if water conditions require significant chemical treatment or cleaning due to algae, heavy debris, or discoloration.

DE filter grids typically require replacement every 2–3 years depending on bather load. Estimates will be provided at the time of service.

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### **CUSTOMER RESPONSIBILITIES**

- Keep trees, grass, and landscaping trimmed and away from the pool deck.
- Inspect and maintain fencing, gates, latches, and screen enclosures.



- Ensure deck areas are safe—no tripping hazards, proper drainage, and non-slip surfaces when wet.
- Approve necessary equipment repairs or replacements in a timely manner.
- Secure all loose outdoor items (e.g., umbrellas, chairs, trash cans) before storms.

## TERMS & CONDITIONS

- **Term:** 12 months, auto-renewing annually unless terminated in writing with 30 days' notice.
- **Early Cancellation Fee:** Equivalent to two (2) months of service.
- **Emergency Calls:** Start at \$150 per visit.
- **Annual Rate Adjustment:** Monthly service fees are subject to an annual review and may increase by up to 5% per year to account for inflation, increases in chemical costs, or changes in labor expenses. Notice of any rate change will be provided at least **30 days in advance** of the effective date.
- **Holidays:** If a service falls on a holiday, it may be rescheduled by one business day.
  - Limited service may be performed between Christmas and New Year's Day.
- **Inclement Weather:** Service may be limited during storms; full service will resume on the next scheduled visit.
- **Excluded Services:**
  - Specialty chemicals (e.g., algaecides, phosphate removers, stain preventers)
  - Routine and major repairs (all repairs require approval)
  - Deck joints, coping, cantilevers, surfaces, and furniture are not covered under this agreement.
- **Special Provisions:**
  - Shipshape Pools of Jax is not liable for damages caused by hydrostatic pressure, pre-existing issues, or equipment failure.
  - Shipshape Pools of Jax maintains proper chemical balance during scheduled visits. However, weather, bather load, fill water quality, or system malfunction can cause changes between visits. Contractor is not responsible for surface damage, staining, scaling, or corrosion resulting from such fluctuations.

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## PAYMENT POLICY

- Invoices are issued on the 1st of each month and are **due upon receipt**.
  - Payments not received by the 10th of the month will incur a **\$50 late fee**.
  - Service will be **suspended** for accounts that are 30+ days past due.
  - Accounts 60+ days overdue may be turned over to **collections**.
  - **Legal fees, interest, and lien filings** may apply for delinquent balances.
  - All billing disputes must be submitted **in writing**.
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## INDEMNIFICATION

The Johns Creek HOA agrees to indemnify and hold harmless Shipshape Pools of Jax, its



employees, and agents from any claims, damages, or losses arising from the use of the pool or facilities, except in cases of gross negligence or willful misconduct by the Contractor.

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## ACCEPTANCE OF CONTRACT

This agreement will commence on the 06 day of DECEMBER 2025.

By signing below, both parties agree to the terms stated above and authorize Shipshape Pools of Jax to perform services as outlined.

**Johns Creek HOA Representative**

Signature: 

Name/Title: ANDREW WARREN / TREASURER

Date: 06 DEC 2025

**Shipshape Pools of Jax**

Signature: \_\_\_\_\_

Name/Title: Enrique Ruiz, Owner

Date: \_\_\_\_\_



**Chemical Pricing List (chemicals commonly used)**  
**(Revised July 1, 2024)**

\*\*\* Prices are subject to change at any time without notice.

Liquid Chlorine (bulk delivery only) per gallon.....	\$ 3.85
50# Chlorine Sticks .....	\$ 219.99
25# Diatomaceous Earth (DE Powder).....	\$ 24.99
50# Soda Ash.....	\$ 33.85
50# Sodium Bicarbonate.....	\$ 33.85
100# Calcium Hypochlorite.....	\$ 249.99
Muriatic Acid (4 Gal).....	\$ 39.99
100# Stabilizer .....	\$ 148.99
Algaecides .....	\$ (VARIES)