



DUPREE LAKES

Dupree Lakes Community Development District (CDD)

Dupree Lakes Clubhouse

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Dupree Lakes Clubhouse: Rental Policies

Residents and Non-Resident Club Members may reserve the Dupree Lakes Clubhouse through the Clubhouse Office for various meetings, classes, and events for a maximum of SIX hours(6) per event. This is on a first come first serve basis and is subject to approval by the Clubhouse Manager. A refundable deposit is required and will be returned after the function, provided there is no evidence of damage to the facility.

No alcohol is permitted in the clubhouse, at the pool, or on CDD property at any time. All food and beverages used during an event will be the responsibility of the applicant and are to be removed immediately after the event.

Decorations shall not be attached to the ceiling or to the walls. There are several hooks to hang any decorations. Confetti and/or glitter, bird seed, or rice are not permitted in the clubhouse area for use as decorations.

A cleanup fee generally may be assessed in the event of not following or meeting the standard cleanup procedures. The amount determined will be deducted from the rental deposit. Please contact the Dupree Lakes Clubhouse to make the proper arrangements regarding availability and various other service fees.

Below are a list of policies and guidelines set fourth and agreed upon by the Board and District Management regarding events in the Dupree Lakes Clubhouse:

Policies:

1. Applicant must be a Resident or Non-Resident Club Member.
2. Person responsible for the application/reservation of the “Gathering Area”, must be present at the function during the entire period of the reservation.
3. **The rental of the above-mentioned room does not include use of the full facility. The rental area includes the kitchen and areas behind the double doors where the tables and chairs are located. The clubhouse will remain open during normal business hours and other residents are permitted to use the amenities during a rented event – i.e. the TV viewing area and room.**
4. **No furniture in the rental space or Clubhouse may be moved.**
5. **The patio/veranda and pool may not be reserved for private use.**
6. **The use of the pool facilities and all other amenities are NOT included in the rental of the room**
7. Facilities will be reserved on a first come, first served basis.
8. Applicant may reserve the “Gathering Area”, for a maximum of six (6) hours.
9. All applicants will be required to fill out and sign the District Facility Use Application Agreement at the Dupree Lakes Clubhouse Office.
10. The facility shall be left in the same condition it was found prior to the event.
11. You may not exceed the time you are allotted.
12. Renter must supply all kitchen products. This includes: plates, napkins, cups, etc. Dupree Lakes will provide cleaning supplies and garbage bags.

13. **Alcohol is PROHIBITED.** IF ALCOHOL IS FOUND, THE DEPOSIT CHECK WILL BE CASHED AND WITHHELD.
14. I understand that I am responsible for any damage or change in the condition of the facility, including restrooms, caused by my guests or event. I also agree to be responsible for the conduct of my guests
15. Use of pool and other amenities areas fall under the standard guidelines of residents that states each household may have 5 guests accompany them while using the facilities

Procedures:

1. A non-refundable rental fee for use of the Clubhouse will be charged as follows: \$50.00 for day events starting at 10:30 a.m. & 12:00 p.m. and \$100.00 for evening events, starting at 5:00 pm for Residents. The fee for Non-Resident Club Members is \$300.00.
2. A refundable security deposit of \$150.00 shall be charged to the persons making the reservation and shall be submitted to the Clubhouse Manager in the form of a separate check made payable to “Dupree Lakes Community Development District”.
3. Application Agreement must be completed and signed no later than **fourteen (14)** days before the event date. Deposit and Rental Fee must be paid with signing of the Agreement.
4. A staff charge, if applicable, will be added to include any necessary fees.

Saturday:

10:30am – 4:30 pm (*must be cleaned and out by 4:30 pm)

5:00 pm – 10:00 pm (*must be cleaned and out by 10:00 pm)

Sunday:

12:00 pm – 6:00 p.m. (*must be cleaned and out by 6:00 pm)

Weekday Rental (Choose a 4 hour period between 11am-10pm)

Any Violation of rental policies may result in forfeiture of the security deposit and may include additional damages at the discretion of Management.

