

Facility Rental Information

 (813) 991-9226 | ext. 3

 attendant@arborgreene.com

 Arbor Greene Community Center
18000 Arbor Greene Dr.
Tampa, FL-33647





About The Gathering Room

The Arbor Greene Gathering Room is the ideal venue for your next private party, wedding, family celebration, and more. This versatile space features a partial kitchen equipped with a refrigerator, freezer, ice machine, sink, and a bar area with padded leather stools.

Enjoy entertainment on a 70" Smart TV, complemented by another 70" Smart TV in the living room-style seating area, ensuring comfortable viewing from any corner of the room.

Additionally, the Gathering Room boasts a private entrance and two private restrooms, providing convenience and exclusivity for your event.

We provide limited folding tables and chairs at no extra charge. However, please note that we do not supply party equipment or table linens, which will need to be purchased or rented from an external vendor.

Available Folding Tables & Chairs:

- 5 - 60" Round Tables
- 5 - 6' Rectangular Tables
- 4 - 4' Square Tables
- 3 - 32" Cocktail Tables
- 35 - Folding Chairs



About The Resort Pool

The Resort Pool is perfect for Spring and Summer gatherings, offering a relaxed atmosphere for lounging poolside or enjoying a swim.

Our pool is heated and chilled year-round, maintaining a comfortable temperature between 80-85 degrees regardless of the season. The Resort Pool area features numerous lounge chairs, a pool table with umbrellas, and side tables.

We also provide folding tables and chairs at no additional cost. However, please note that party equipment and table linens are not supplied and must be purchased or rented from an external vendor.

Available Folding Tables & Chairs:

- 4 - 60" Round Tables
- 4 - 6' Rectangular Tables
- 35 - Folding Chairs

Important Facility Policies

- A \$25 cancellation charge applies to any cancellations made within 30 days of the rental. The usage rate is non-refundable if the activity is not canceled within 72 hours of the scheduled event.
- Contracted renter must conduct a pre-event inspection with an Arbor Greene CDD staff member and complete a "Before Event Checklist" to reflect the facility's condition.
- Contracted renter must conduct an "After Event Final Inspection" with an Arbor Greene CDD staff member, complete the "After Event Final Inspection Checklist," and leave the facility in the same condition as before the event.
- Any event exceeding the scheduled hours by more than 15 minutes, including setup time and cleanup time, will result in the forfeiture of the entire incidentals hold.
- Do not tape, nail, glue, or fasten any decorations or items to the walls, plants, or furniture.
- No glass objects or containers are allowed on the pool deck or in the pool.
- Limit the number of guests in the Gathering Room to 95 or fewer and the Resort Pool to 42 or fewer bathers. Violating this rule may result in the total forfeiture of the incidentals hold and/or the contacting of local authorities.
- The renter is responsible for supervising the conduct and behavior of all guests.
- Smoking/vaping is not allowed on CDD property, including the parking lot, pool decks, or Boardwalk.
- Serving or consuming alcohol at a non-alcoholic event, either by the renter or guests, will result in the forfeiture of the entire incidentals hold.

Rental Blocks & Usage Rates

Rental Blocks	Resident Rates	Non-Resident Rates
Mon. - Thu. 8am-12pm 1pm-5pm 6pm-10pm	\$100 / \$200 \$100 / \$200 \$100 / \$200	\$300 / \$600 \$300 / \$600 \$300 / \$600
Friday 8am-12pm 1pm-5pm 6pm-10pm	\$100 / \$200 \$100 / \$200 \$150 / \$300	\$300 / \$600 \$300 / \$600 \$450 / \$900
Saturday 8am-12pm 1pm-5pm 6pm-10pm	\$150 / \$300 \$150 / \$300 \$150 / \$300	\$450 / \$900 \$450 / \$900 \$450 / \$900
Sunday 9am-1pm 2pm-6pm	\$150 / \$300 \$150 / \$300	\$450 / \$900 \$450 / \$900
Additional Hours (Rate Per Hour)	\$35 / \$70	\$105 / \$210

*Rate for Non-Alcohol Reservation

*Rate for Reservation with Alcohol Permitted

Usage rates are charged per facility. For example, a standard rental of the Gathering Room may cost \$100. If you add the Resort Pool for the same time-frame, the total usage rate would be \$200.

Additional hours needed before or after rental blocks incur extra charges per hour.

A \$250 Incidentals Hold is required for all reservations. This must be provided as a check or credit authorization form made payable to "Arbor Greene CDD."

You can pay the usage rate with cash, check, or credit card.

Steps to Make a Reservation

Check Availability: Confirm that your desired reservation date is available by contacting our Community Center Attendant via phone, email, or an in-person visit (contact info on the front page).

Request a Quote: Obtain a quote for your reservation request by calling, emailing, or visiting our Community Center Attendant in person.

Gather Required Items: Once you've confirmed the date is available, collect the necessary items, which include:

- Personal Identification (Driver's License, State-Issued I.D., etc.)
- A \$250 Incidentals Hold made payable to "Arbor Greene CDD" (required for all reservations)
- Your payment method for the Usage Rate (Cash, Check, or Credit Card)

Visit the Community Center: Visit us at the Community Center to submit payment, sign the Facility Rental Contract, and complete any **other required forms*.

Complete the Reservation: Sign the contract with our Community Center Attendant, deliver the Incidentals Hold, and pay the Usage Rate. After all necessary items have been submitted, our Community Center Attendant will make the reservation in our online system and provide a copy of the Facility Rental Contract upon request. **No time blocks will be reserved until all steps are completed. We do not hold time blocks.**

**For reservations that include alcohol and choose the increased rate, an additional Alcohol Indemnity Waiver must be completed.*