



Professionally Managed By:

Crest Management

17171 Park Row, Suite 310

Houston, Texas 77084

Phone: 281-579-0761 - Fax: 281-579-7062

Phase 3 Recreation Center Private Party Information

1) RESERVATIONS

All reservations are completed on a first come, first serve basis. The entire signed agreement, proof of residency and ALL fees are due at the time of reservation. Reservations are confirmed within five (5) business days of receipt of a completed application and payment of all fees. Any requests for time changes or adjustments must be submitted in writing by completing and resubmitting a revised contract for approval.

2) FACILITIES

The facility consists of 10 – 6’ rectangular tables, 78 folding chairs, full functioning kitchen, and restrooms. Clubhouse capacity is 125 guests. The condition of the restrooms are not guaranteed since they are used by the Constable officers 24/7.

3) KITCHEN ACCOMMODATIONS

There is a residential size refrigerator, stove, oven, microwave, and a double sink. Ample cabinet and drawer space to store extra dishes, utensils, etc. Abundant counter-top space with a large kitchen island with a split-level area.

4) WHO MAY USE THE FACILITY

A resident of Cypress Creek Lakes (CCL) who is in good standing with the association. Non-resident individuals are not allowed to rent facilities. Commercial organizations and CCL community groups are allowed limited usage of the facility with prior Board approval.

4) RENTAL FEES

Administrative Fee is \$75 non-refundable; Security Deposit is \$300, Cleaning Fee is \$200; Four (4) Hour Usage Fee is \$200; Six (6) Hour Usage Fee is \$250, All Day Usage Fee (10A-10P) is \$400; Attendant Fee is \$15/hour (unless it's a holiday).

4) ALCOHOL USE

No alcoholic beverages.

5) CAN THE FACILITY BE RESERVED FOR MAJOR HOLIDAYS?

No. The facility is not available to rent on Thanksgiving, Christmas Eve, Christmas Day, New Years Eve, New Years Day, and Easter.

6) CAN USAGE, CLEANING, OR ATTENDANT FEE BE WAIVED

No. The purpose of the usage fee is to help defray the operating costs of the facility. The purpose of the cleaning fee covers the sanitizing of the facility and is a pass-through cost. An Attendant provides several services including opening and closing the facility.