

Follow these policies to get a CDD photo ID ‘swipe card’

Only photo ID “swipe cards” issued by the CDD Board of Supervisors will open gated facilities within Ballantrae.

The card controls gate access (1) in Ballantrae Park to the clubhouse and pool plus the basketball and tennis courts, as well as (2) to the CDD-owned pool in Straiton.

The CDD Board adopted the photo ID swipe card system in 2011 to address two main objectives sought by many of our CDD members:

- To reduce crowding by limiting use to the paying members of our CDD and their guests (barring non-resident walk-ins.).
- To foster peaceful enjoyment by allowing the CDD Board to suspend the privileges of those who disrupts usage of the facilities, misbehaves and/or refuses to follow posted rules.

Residents seeking an individual photo ID swipe card must be at least 13 years of age, [show proof of age and CDD membership](#) as described below. There is no form to fill out.

Cards are only available at the clubhouse. The resident homeowner/renter must be present when any household member requests a photo ID card. The resident landowner/renter is responsible for actions by home card holders.

The rules and forms for getting various card categories discussed below can be found by going on the ballantraecdd.org website, clicking Important Documents, then [Other Documents](#) and scrolling down to C 1-4.

The process for adult residents or household members to get a card takes only a few minutes:

- Call the clubhouse ([813] 345-8565) or email ballantrae2@tampabay.rr.com to set an appointment or to ask any questions about getting a card.
- Bring proof of age and residency to the clubhouse from 9 a.m. to 4 p.m. any day of the week and take “pot luck” if maintenance staff is available to process your card(s).

The following categories of photo ID cards for household members are issued:

- Adult residents (18 and older) who document home ownership or rental in Ballantrae.
- Adults that those owners/renters document reside with them (such as adult children or other relatives).
- Minors between 13-17, for whom adult landowner/renter members document custody and request swipe cards.

Children under 13 are not issued cards. They must at all times be accompanied and supervised by an adult cardholder, who must take children with them when they leave.

Other categories of cards are:

- Residents can obtain letters of access that allow a visitor to use facilities for up to 14 days per visit twice a year under the established rules. Resident applicant (with own ID swipe card) and visitor (with own photo ID) must fill out an application available at the clubhouse and found at [Other Documents C 2](#).
- Adults that owners/renters identify as non-resident caregivers to their minor child(ren) use the form available at the clubhouse or at [Other Documents C 3](#) to get cards
- Adult non-residents who wish to pay to become CDD members can obtain an application at the clubhouse or at [Other Documents C 4](#). The annual non-resident user fee is \$1,800, non-refundable, for the period of Oct. 1-Sept. 30. A

pro-rated fee of \$150/month shall be charged for those that wish to purchase membership after the fiscal year begins.

The first two photo ID cards per member household resident are issued for free. Additional cards require pre-payment of a \$5 fee.

No “family” swipe cards are issued. Each resident age 13 and older must have their own, individual swipe card with their photo, name and address.

Adults receive cards with a green box around their photo, minors a red box and caregivers a blue box.

Residency and age documentation are required:

Proof of residency

Home ownership: CDD membership is confirmed if a Ballantrae residence is owner-occupied and the name(s) of owner(s) appear on county tax records. If not, resident ownership can be proven with a copy of the property’s tax bill, or any legal document confirming resident’s ownership.

Rental status: Renter(s) must produce that part of their lease bearing their name(s) and the Ballantrae residence address, dates of tenancy and the name and signature of the property owner or manager.

For other adults residing with resident homeowners or renters: they can prove co-residency with a driver’s license showing that Ballantrae address, or USPS mail delivered in their name to that Ballantrae address.

For caregivers, visitors and nonresident CDD members: produce a driver’s license showing their current address or USPS mail delivered in their name to their current address.

Proof of age

For adults: a valid driver’s license, other government-issued photo ID or birth certificate.

For minors: A parent or legal guardian must accompany all minors seeking cards. The parent or guardian must show the minor’s birth certificate, state-issued photo ID or some other official document confirming (1) the adult’s custodial status and (2) the minor’s date of birth or age.

Summary of main usage rules

In applying for an ID swipe card, applicants acknowledge that cards belong to the CDD and can be revoked for violation of CDD rules, including but not limited to these:

- Cardholders will follow all posted rules for usage of CDD property as well as direction given by any member of the Board of Supervisors, its staff and/or law enforcement.
- Cardholders will use only their own ID card and will show it to staff upon request.
- Cardholders will not allow anyone else to use their card.
- Cardholders will observe the daily opening/closing hours for use of CDD facilities.
- Cardholders 18 years of age and older may bring in up to four “guests” (nonresidents or residents not in possession of their own ID card). Cardholder must remain on premises and supervise “guests” as long as any are on-site.
- Cardholders between 13-17 years of age are not allowed any “guests” at any time.
- Caregivers are limited to bringing in as “guests” only the child(ren) they are supervising during hours of employment.