



City of Bothell Effective January 1, 2019

PARK USER FEES

PICNIC SHELTERS & PARK FACILITIES	RESIDENTS & NON-PROFIT ORG.	NON-RESIDENTS & FOR-PROFIT ORG.
Picnic Shelters		
Large shelter (max capacity 60): (Blyth Park, Cedar Grove Park) Half Day: 9am-2pm OR 3pm-8pm (5 hrs) Full Day: 9am-9pm (12 hrs)	\$150 half day \$360 full day \$100 damage deposit (refundable)	\$190 half day \$456 full day \$100 damage deposit (refundable)
Small shelter (max capacity 25): (Blyth Park, Centennial Park) Half Day: 9am-2pm OR 3pm-8pm (5 hrs) Full Day: 9am-9pm (12 hrs)	\$100 half day \$240 full day \$100 damage deposit (refundable)	\$125 half day \$300 full day \$100 damage deposit (refundable)
Both shelters (max capacity 100): (Blyth Park only) Half Day: 9am-2pm OR 3pm-8pm (5 hrs) Full Day: 9am-9pm (12 hrs)	\$250 half day \$600 full day \$200 damage deposit (refundable)	\$315 half day \$756 full day \$200 damage deposit (refundable)
Groups of 100 or more must fill out a City of Bothell Special Event Permit (www.bothellwa.gov/specialevents)		
Park At Bothell Landing		
Amphitheater: Use of electricity:	\$65/hr \$23/hr \$100 damage deposit (refundable)	\$82/hr \$23/hr \$100 damage deposit (refundable)
Parking lot: (Must be rented as an "add on" to another facility rental)	\$42/hr	\$52/hr
Grassy area adjacent to SR522	\$42/hr	\$52/hr
Parks (all)		
Other park space used for special events/festivals or event with admission/fundraising fee:	Negotiated by director or designee	Negotiated by director or designee
General use of parks: (camps, classes, photography, etc.)	Negotiated by director or designee	Negotiated by director or designee
Disc Golf Tournament		
Per entrant fee	\$6	
Damage deposit for baskets or course	\$200 (refundable)	

INDOOR FACILITIES	RESIDENTS & NON-PROFIT ORG.	NON-RESIDENTS & FOR-PROFIT ORG.
Lytle House		
Great Room (max capacity 70): Kitchen (add-on): Damage Deposit – reservations not serving alcohol: Damage Deposit – reservations serving alcohol:	\$67/hr \$30/rental \$200 (refundable) \$400 (refundable)	\$84/hr \$38/rental \$200 (refundable) \$400 (refundable)
North Creek Schoolhouse		
Meeting Room (max capacity 35 people): Damage Deposit (refundable):	\$30/hr \$100 (refundable)	\$38/hr \$100 (refundable)
City Hall		
Council Chambers (max capacity 156):	\$42/hr \$100 damage deposit (refundable)	\$52/hr \$100 damage deposit (refundable)

Room 107/108 (max capacity 62):	No charge \$100 damage deposit (refundable)	\$32/hr \$100 damage deposit (refundable)
After-hours rentals (non-profits/City partners only):	Room rates as listed above, plus actual security costs, plus facility attendant	
City Hall Outdoor Plaza:	\$42/hr	\$52/hr
Use of electricity:	\$23/hr	\$23/hr
Damage Deposit – reservations not serving alcohol:	\$250 (refundable)	\$250 (refundable)
Damage Deposit – reservations serving alcohol:	\$400 (refundable)	\$400 (refundable)

SPORTSFIELDS	YOUTH	ADULT
Synthetic turf sportsfields (North Creek #1, #2 & #4)	\$31/hr	\$60/hr
Grass sportsfields (North Creek #3, Doug Allen Fields, Cedar Grove Field)	\$22/hr	\$43/hr
<i>Additional field preparation may be provided by the City at the request of the user upon advance payment of estimated labor and materials costs, as determined by Director or designee.</i>		
Non-prepped sportsfields (grass only)	\$18/hr	\$36/hr
Non-prepped sportsfields (company picnics, events, etc.)	Residents & non-profit organizations \$42/hr	Non-residents & for-profit organizations \$52/hr
Private & public school use – synthetic turf fields (min. 1 hr)	\$40/hr	
Private & public school use – grass fields (min. 1 hr)	Negotiated by Director or designee	
North Creek field lights	\$25/hr	\$25/hr
Damage deposit (all sportsfields)	\$200 (refundable)	\$200 (refundable)
Equipment storage at sportsfields (per season)	\$250	\$250
Tournaments		
Damage deposit	\$200 (refundable)	\$200 (refundable)
Tournament non-refundable deposit (applied to total due)	\$107	\$214
<i>Damage deposit and 50% of tournament fees due at signing. Payment in full and tournament bracket or participant roster must be turned in at least four weeks prior to event. Hourly youth/adult field rates are shown above.</i>		
Softball		
Adult softball leagues	\$67/game	

OTHER FEES	RESIDENTS & NON-PROFIT ORG.	NON-RESIDENTS & FOR-PROFIT ORG.
Staff Support at Reservations/Events (as required by director or designee)		
Facility attendant	\$24/hr	\$24/hr
Parks staff	\$65/hr	\$65/hr
Food Concessions or Booth Sales		
Ongoing concessions/vendors (rates negotiable with Director)	10% of Gross Revenue	
Special event/tournament concessions/vendors on all City properties (per day, per vendor or booth)	\$30	
Damage/extra cleanup to any facility or park property	Actual repair and/or staff costs (regular or overtime)	

See p. 3 for refund & cancellation policies.

REFUND & CANCELLATION POLICY

Facility or Park Cancellation (except sportsfields)	
More than 30 days' notice of cancellation 15 to 30 days' notice of cancellation Less than 15 days notice of cancellation 100% refund if reservation is cancelled by City	Full refund 50% of fee (unless re-rented) No refund (unless re-rented)
Sportsfield or Lights Cancellation	
No charge if cancelled within 1 business day of reservation. Same day cancellation: 75% of fee (unless re-rented) No charge if field is cancelled by City for weather/safety reasons.	
Recreation Program Cancellation	
Full refund/credit granted if request is made at least 5 business days prior to the start of class. 50% refund/credit granted if request is made less than 5 business days prior to the start of class. \$10 administrative fee for all cancellations. Transfers must be requested 5 business days prior to the start of class. No refunds for classes costing less than \$10. No refunds/credits issued on or after the first day of class. 100% refund if class is cancelled by Parks & Recreation.	