



PARK USER FEES

Effective January 1, 2022

PICNIC SHELTERS & OUTDOOR FACILITIES	RESIDENTS & NON-PROFIT ORG.	NON-RESIDENTS & FOR-PROFIT ORG.
Picnic Shelters		
Large shelter (max capacity 60): (Blyth Park, Cedar Grove Park) Half Day: 8am-2pm OR 3pm-9pm Full Day: 8am-9pm	\$100 half day \$200 full day	\$150 half day \$300 full day
Small shelter (max capacity 25): (Blyth Park, Centennial Park) Half Day: 8am-2pm OR 3pm-9pm Full Day: 8am-9pm	\$50 half day \$100 full day	\$100 half day \$200 full day
Both shelters (max capacity 100): (Blyth Park only) Half Day: 8am-2pm OR 3pm-9pm Full Day: 8am-9pm	\$150 half day \$300 full day	\$250 half day \$500 full day
<i>Groups of 100 or more must apply for a City of Bothell Special Event Permit (www.bothellwa.gov/specialevents)</i>		
Park At Bothell Landing		
Amphitheater: Use of electricity:	\$65/hr \$25/hr	\$82/hr \$25/hr
Parking lot: (Must be rented as an "add on" to another facility rental)	Negotiated by director or designee	Negotiated by director or designee
Grassy area adjacent to SR522	Negotiated by director or designee	Negotiated by director or designee
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
City Hall Outdoor Plaza		
Plaza: Use of electricity: Damage deposit – reservations not serving alcohol: Damage deposit – reservations serving alcohol:	\$42/hr \$25/hr \$200 (refundable) \$400 (refundable)	\$52/hr \$25/hr \$200 (refundable) \$400 (refundable)
INDOOR FACILITIES		
Lytle House		
Great Room (includes attendant; max capacity 70): Kitchen (add-on): Damage Deposit – reservations not serving alcohol: Damage Deposit – reservations serving alcohol:	\$90/hr \$35/rental \$200 (refundable) \$400 (refundable)	\$110/hr \$35/rental \$200 (refundable) \$400 (refundable)
North Creek Schoolhouse		
Meeting Room (max capacity 35 people): Damage Deposit (refundable):	\$30/hr \$100 (refundable)	\$40/hr \$100 (refundable)

(Continued on p. 2)

SPORTSFIELDS	YOUTH	ADULT
Synthetic turf sportsfields (North Creek #1, #2 & #4)	\$30/hr	\$60/hr
Grass sportsfields (North Creek #3, Doug Allen Fields, Cedar Grove Field)	\$25/hr	\$45/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)	\$20/hr	\$40/hr
Non-prepped sportsfields (company picnics, events, etc.)	Residents & non-profit organizations \$45/hr	Non-residents & for-profit organizations \$55/hr
Damage deposit for all non-sports field uses	\$200 (refundable)	\$200 (refundable)
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
Equipment storage at sportsfields (per season)	\$250	\$250
Tournaments		
Tournament non-refundable deposit (applied to total due)	\$110	\$220
<i>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	\$70/game	

OTHER FEES	
Staff Support at Reservations/Events (as required by director or designee)	
Parks staff	\$70/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)
Disc Golf Tournament	
Per entrant fee	\$5
Special Event Permits	
Small event: 100-200 participants or race (one round of review)	\$300
Large event: 200+ participants or parade of any size (one round of review)	\$675
Additional review:	\$200
<i>Special Event Permit fees can also be negotiated with Director or designee if event can address a community need. Full recovery of costs incurred on day of event will also be charged.</i>	

REFUND & CANCELLATION POLICY

Facility or Park Cancellation
<p>More than 30 days' notice of cancellation: Full refund 15 to 30 days' notice of cancellation: 50% of fee (unless re-rented) Less than 15 days' notice of cancellation: No refund (unless re-rented) 100% refund if reservation is cancelled by Parks & Recreation</p>

(Continued on p. 3)

Ongoing Sportsfield Use Cancellation

No charge if cancelled within one (1) business day of reservation.
Same day cancellation: 75% of fee (unless re-rented)

No charge if field is cancelled by Parks & Recreation for weather/safety reasons.

Recreation Program Cancellation

Full refund/credit granted if request is made at least five (5) business days prior to the start of class.
50% refund/credit granted if request is made less than five (5) business days prior to the start of class.
No refunds/credits issued on or after the first day of class.

\$10 administrative fee for all cancellations.
No refunds for classes costing less than \$10.

Transfers must be requested five (5) business days prior to the start of class.

100% refund if class is cancelled by Parks & Recreation.