



PARK USER FEES

Effective January 1, 2020

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: 9am-2pm OR 3pm-8pm (5 hrs) Full Day: 8am-8pm (12 hrs)	\$150 half day \$300 full day	\$190 half day \$380 full day
Small shelter (max capacity 25): (Blyth Park, Centennial Park) Half Day: 9am-2pm OR 3pm-8pm (5 hrs) Full Day: 8am-8pm (12 hrs)	\$100 half day \$200 full day	\$125 half day \$250 full day
Both shelters (max capacity 100): (Blyth Park only) Half Day: 9am-2pm OR 3pm-8pm (5 hrs) Full Day: 8am-8pm (12 hrs)	\$250 half day \$500 full day	\$315 half day \$630 full day
Groups of 100 or more must fill out a City of Bothell Special Event Permit (www.bothellwa.gov/specialevents)		
Park At Bothell Landing		
Amphitheater:	\$65/hr	\$82/hr
Use of electricity:	\$23/hr	\$23/hr
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
City Hall Outdoor Plaza		
Plaza:	\$42/hr	\$52/hr
Use of electricity:	\$23/hr	\$23/hr
Damage deposit – reservations not serving alcohol:	\$200 (refundable)	\$200 (refundable)
Damage deposit – reservations serving alcohol:	\$400 (refundable)	\$400 (refundable)

INDOOR FACILITIES	RESIDENTS & NON-PROFIT ORG.	NON-RESIDENTS & FOR-PROFIT ORG.
Lytle House		
Great Room (max capacity 70):	\$67/hr	\$84/hr
Facility attendant (required):	\$24/hr	\$24/hr
Kitchen (add-on):	\$30/rental	\$38/rental
Damage Deposit – reservations not serving alcohol:	\$200 (refundable)	\$200 (refundable)
Damage Deposit – reservations serving alcohol:	\$400 (refundable)	\$400 (refundable)
North Creek Schoolhouse		
Meeting Room (max capacity 35 people):	\$30/hr	\$38/hr
Damage Deposit (refundable):	\$100 (refundable)	\$100 (refundable)

(Continued on p. 2)

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)	\$19/hr	\$37/hr
Non-prepped sportsfields (company picnics, events, etc.)	Residents & non-profit organizations \$42/hr	Non-residents & for-profit organizations \$52/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)	\$107	\$214
<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	\$67/game	

OTHER FEES	
Staff Support at Reservations/Events (as required by director or designee)	
Parks staff	\$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)
Disc Golf Tournament	
Per entrant fee	\$6
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>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)</p> <p>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.