

## Refund Policy

**Cancellations made 31 or more days prior to the rental date will be refunded in full less the booking fee and \$50.**

**Cancellations made between 15 and 30 days in advance of the rental date, client will be billed 50% of the rental fee plus the booking fee. No refunds will be given for rentals canceled 14 or fewer days in advance of the rental date. Damage deposit will not be retained due to cancellations.**

**All Booking Fees  
Are Non— Refundable**

*Like us on Facebook!*



**Interested in finding out about  
our programs/classes?**

**Call (206)684-4788**

**Come by @ 2323 E Cherry St.  
Seattle, WA 98122**

**OR If you have your Barcode  
and PIN:**

**Online @  
[www.seattle.gov/parks](http://www.seattle.gov/parks)**



**SEATTLE PARKS  
AND RECREATION**

**“EXPLORE MORE”**

## **Garfield Community Center**

### **Rental Information**

**Rates, Fees,  
and Charges**



**(206) 684-4788**

# Multi-Purpose Room

**Great for small receptions, birthday parties, large meetings, and family gatherings.**



## Room Rental Information

<u>Room Name</u>	<u>Size/Occupancy</u>	<u>Rental Rate</u>	<u>Hourly Charge</u>
Gym	6,650 Square ft. 442 Maximum Occupancy	Large	\$40.00 Athletic \$110.00 Non-Athletic
Multi-Purpose Room	145 Maximum Occupancy	Large	\$60.00
Kitchen	350 square ft. 35 Maximum Occupancy	Medium	\$48.00
Kid's Place Room	945 square ft. 45 Maximum Occupancy	Medium	\$45.00
Key Project Room	700 square ft. 45 Maximum Occupancy	Medium	\$45.00
Arts and Crafts Room	550 square ft. 35 Maximum Occupancy	Small	\$35.00
Family Center Room #7	200 square ft. 15 Maximum Occupancy	Small	\$35.00
Madrona Shelter House	25 Maximum Occupancy	Small	\$35.00

## Additional Fees/Costs

- Booking Fee (Non-Refundable): \$25.00
- Staffing Fees: \$25.00/hr. per staff . \$37.50/hr. on Holidays (Applicable outside of normal business hours and/or expected attendance of rental is more than 50 people. Number of staff required depends on type of event and rental attendance.)
- Refundable Damage Deposit: \$250.00 (no alcohol)/\$500.00 (with alcohol)
- Alcohol Fee: \$75.00

## Additional Rental Information

- Rentals may only be booked one quarter at a time (fall, winter, spring, or summer).
- Signage is not allowed to be posted inside or outside the facility which advertises the program or business.
- Rental hours are as follows:  
Sunday-Thursday: Until 11 p.m.  
Friday and Saturday: Until 2 a.m.
- Rentals With Alcohol: If you plan on either serving or selling alcohol during your rental, please ask staff to give you paperwork pertaining to this. A copy of your Insurance Certificate and letter to our Operations Division Director must be on file prior to handling any other fees.

## **Garfield Community Center**

**2323 East Cherry  
Seattle, WA 98122**

**Phone: (206) 684-4788**

**Fax: (206) 684-4380**

**Website: [http://](http://www.seattle.gov/parks/)**

**[www.seattle.gov/parks/](http://www.seattle.gov/parks/)**