



NORTHSHORE SENIOR CENTER Reservation Application Rhododendron Park Shelter

Northshore Senior Center
Kenmore Branch Rhododendron
Park 6910 NE 170th St. Kenmore,
WA, 98028
(425) 489-0707
kenmoreseniorcenter@mynorthshore.org

The Northshore Senior Center ("Senior Center"), by agreement with the City of Kenmore ("City"), is responsible for scheduling reservations for use of the Shelter within the posted "Picnic Area" (the "Facilities") at the City's Rhododendron Park. Use of the Facilities and the Park is subject to all applicable laws, rules, and regulations, including City of Kenmore Municipal Code.

In accordance with Washington State Covid-19 guidelines, the maximum capacity for the Picnic Shelter is 50 persons. Social distancing and masking are still in effect, regardless of vaccination status. Areas of the Park outside of the Shelter and pad are open to the general public during the reservation period.

Park Reservation Date: ____/____/____
MM DD YYYY

Confirmation Date: ____/____/____
(Date application rec'd) MM DD YYYY

APPLICANT/ATTENDEE INFORMATION (Please Print)

Name of Organization, Entity or User Group: _____

Name of Primary Contact ("Applicant"): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Numbers: Home: _____ Business: _____ Cell: _____

Email: _____

SHELTER RESERVATION INFORMATION Activity Details

Reservation Date: _____ Type of Event: _____

Reservation Period: [] Half Day 10 am to 2 pm [] Half Day 2:30 pm to dusk [] Full Day 10 am to dusk

Estimated Number of Attendees: Adults: _____ Children under 18: _____

Description of Event: _____

FEES

Kenmore Residents: \$75 for half day reservation; \$150 for all day **Non-Residents:** \$100 for half day reservation; \$200 for all day.

Reservation Fee: _____

Receipt Number: _____

Cancellations:

Cancellations MUST be received two (2) weeks prior to reservation date to receive full refund. Reservations are non-transferable.

Indemnity:

Applicant and the group, organization or entity using the Facilities pursuant to this Application agree to indemnify, protect and save and hold the City, its elected and appointed officials and employees while acting within the scope of their duties, and the Senior Center, its officers, employees and agents, harmless from and against all claims, demands and causes of action of any kind or character, on account of any action, including, but not limited to, personal injuries, death or damage to property arising out of the use of the Facilities, or in any way arising out of the acts or omissions of Applicant and/or the attendees using the Facilities, and any of their agents, employees, or representatives.

Priority Use:

The City of Kenmore retains priority use of the Shelter Facilities and reserves the right to use the Facilities for City and community events. Except for cancellations due to emergency, severe weather, or situations that may result in personal injury or damage to the Facilities, City will use reasonable efforts not to displace any reserved use of the Shelter upon less than thirty (30) days' prior written notice.

City will not be liable for any claims, losses, liabilities, or damages resulting from termination or displacement of any reserved use of the Shelter Facilities. Fee refunds are the responsibility of Northshore Senior Center and shall be issued to the Applicant within ten (10) days of cancellation.

Applicant's Certification:

I, the undersigned, hereby certify that I am the authorized and responsible representative for the petitioning group, organization or entity identified above, and that the above statements are true to the best of my knowledge. I agree to accept any and all legal liability for damages to any and all parts of the Facilities covered by this Application and/or any permit issued pursuant to this Application, and for any injuries caused by me or any or all of the group's, organization's, or entity's members or users of the Facilities, or by my breach or the attendees' breach of the rental policies included with this Application. I further certify that I have read and that I and all attendees will abide by the Park Policies and requirements governing use of City Facilities which are included with this Application. The City is not responsible for lost, stolen, or damaged items.

Applicant Signature: _____
Print Name: _____

Date: _____

Accepted and approved:

Northshore Senior Center

By _____
Print Name: _____
Facility Scheduler

Rhododendron Park Shelter Use Policies

Shelter Available for Rental: The Shelter is available for rental use when not being used for City-sponsored or co-sponsored activities. Reservations are accepted for the Shelter only. The rest of the Park remains open to the general public during the reservation period.

Times Available for Rental: Any day during regular Park Operating Hours. Reservation periods are 10 am to 2 pm and/or 2:30 pm to dusk. Full Day rentals are also available between 10 am and dusk.

Age of Applicant / Responsible Applicant: Any person seeking to reserve the Shelter must be 21 years or older and sign the City's Rhododendron Park Reservation Application, to which these policies are attached. The Applicant must be present during the entire time of the rental. Rental groups composed of minors (under 18 years of age) must be supervised by a sufficient number of adults at all times while using the Shelter. The Applicant is considered to be the responsible party in case of damage, theft, or disturbance during use of the Shelter.

Deliveries: Applicant must be present to accept or sign for any deliveries related to the event, and the delivery/pick-up time will be considered part of the rental period. No storage space is available at the Picnic Shelter for event supplies.

Qualification for Kenmore Resident Rate: In order to qualify for the Kenmore Resident Rate, Applicant (Signer) must have a Kenmore street address.

Prioritized Uses: The City of Kenmore retains priority use of the Shelter and reserves the right to use the Shelter and Park grounds for City and community events. Except for cancellations due to emergency, severe weather, or situations that may result in personal injury or damage to the Facilities, City will use reasonable efforts not to terminate or displace any reserved use of the Shelter upon less than thirty (30) days' prior written notice.

Rental Arrangements: All reservation requests are subject to review and approval by the Senior Center.

1. **Beginning on February 1**, bookings may be scheduled through September 30th of that year.
Beginning on April 1, bookings may be scheduled through the remainder of that year and through January 31st of the succeeding year.
The rental period begins with any renter set up and ends with the renter's clean-up completion.
2. Requests to change reservation dates must be made in writing and delivered by mail, personal delivery, or via email to the Kenmore Senior Center, and a response in writing by mail or via email back to the applicant will be sent by the Senior Center acknowledging and confirming the request.

Cancellations: Cancellations MUST be received two (2) weeks prior to reservation date to receive a full refund.

Non-Transferrable: All reservations are non-transferable.

Fireworks Prohibited: Pursuant to Ordinance No. 04-0204, all fireworks are prohibited in Kenmore parks, as within all of Kenmore City limits.

No Alcohol: No alcohol is allowed.

Flammable Materials: The use of candles or any other type of open flame, flammable materials or fog/smoke machines is prohibited in City Parks, except within designated fire pit areas.

Animals: All pets must be kept on leash at all times. Owners must clean up after their pets.

No Endorsement: Receiving permission to use City Park facilities does not constitute an endorsement by the City of Kenmore or the Northshore Senior Center of a group's philosophies, policies or beliefs.

Parking: Parking is allowed in designated parking spaces only. Vehicles are prohibited anywhere on Park Green.

Signage: Signage is permitted in designated areas on NE 170th Street along the park perimeter.

Amplification/Sound: Noise levels must comply with the City of Kenmore Ordinance 98-0042 as now in effect or hereafter amended. Sound shall not be audible at a distance greater than 75 feet from the source.

Films: Organizer assumes responsibility for appropriateness of any film viewed in an open air venue. Renters shall be responsible for their own equipment.

Cleaning/Maintenance: Applicant shall be responsible for restoring the Shelter to the condition it was in prior to rental. All garbage/recycling shall be deposited in the appropriate container, and all food and beverages shall be removed from the premises.

Non-discrimination Laws are to be followed: Groups renting City facilities must adhere to federal and state laws regarding non-discrimination on the basis of race, gender, color, creed, national origin, religion, marital status, age, sexual orientation, political affiliation or sensory, mental or physical disability.

No Election/Campaign Activity: Pursuant to RCW 42.17A.555, the use of City facilities by persons or organizations for election, campaign or ballot-proposition purposes is not allowed.

Religious services or group rallies: Religious services or group rallies may be permitted in City of Kenmore park areas where facilities are adequate, and where such activities will not conflict in any way with normal park usage. To avoid conflict, permission for such activities must be obtained in advance from the City.

Additional Restrictions/Requirements: Depending on the use or event, the City may add insurance and/or other requirements and/or restrictions as deemed necessary. Any such additional requirements and/or restrictions will be identified to Applicant at least five (5) business days in advance of the reserved use date, in which event Applicant's signature agreeing to the additional conditions will be required. The City reserves the right to terminate use of the Facilities if risks to safety of persons or property exist or if users are violating Facility use policies or other laws, codes or regulations.

Application Approval: Applications are not approved until signed by the Facility Scheduler.