City of Bothell™

PARKS & RECREATION

Park at Bothell Landing Reservation Request

Phone 425.486.7430 Fax: 425.486.2489

The facilities which you will be using belong to the citizens of Bothell and are under the supervision of the City of Bothell Parks & Recreation. To preserve the rights of the public for the use of a public recreation facility, a few rules and regulations are necessary and we ask you and your group to cooperate. The rules are listed on the bottom of this form and will also be provided with your finalized reservation form. Enjoy yourselves, and please feel free to make any suggestions regarding the park.

PLEASE NOTE: YOUR RESERVATION ENTITLES YOU TO USE THE AREA YOU HAVE RESERVED.
THE PARK REMAINS OPEN TO THE GENERAL PUBLIC AT ALL TIMES.

PLEASE COMPLETE ALL OF THE INFORMATION BELOW AND SIGN. APPLICATIONS WILL NOT BE PROCESSED IF WAIVER HAS NOT BEEN SIGNED.			
Contact Name:		Organization:	
Street Address:		City/State:	Zip:
Day Time Phone:	Evening/Weekend Phone:	E-mail Address:	
Date of Event:		Start Time of Event: Remember to leave sufficient set up time.	End Time of Event: Remember to leave sufficient clean up time.
Type of Event:		Estimated number of persons attending:	
Area Requested: ☐ Amphitheater ☐ Horse Creek Lawn			
Please check if your group plans to use any of the following items: ☐ Amplified Sound ☐ Other (please describe) _____ _____ _____		FEES: Amphitheater $_____ Electricity $_____ Total Due with Reservation $_____ Refundable Damage Deposit $_____ (due 48 hours prior to event) **See fee chart to determine fees.**	

SUMMARY OF RULES FOR USE OF PARK AT BOTHELL LANDING
(See Bothell Municipal Code 8.60 for full rules & regulations)

1. City parks are open from 8:00 AM to dusk.
2. No alcohol permitted.
3. Amplified sound (music, microphones, etc.) shall not be audible over 75 ft. from the source without prior permission of the Parks & Recreation Division (as permitted in Bothell Municipal Code 8.60.370).
4. Areas available for reservation are limited to the amphitheater and lawn east of Horse Creek. The travel areas between the bridge and main park lawn are to remain open to public access.
5. Non-community sponsored events are allowed at the Park at Bothell Landing by permit only. The following limitations will apply:
    a. Due to limitations, including parking, groups anticipating more than 500 participants and/or attendees shall not be permitted.
    b. A group representative shall submit a "Park at Bothell Landing Reservation Request" form to the Parks & Recreation Division at least 90 days prior to the event. Staff shall respond to the applicant within 15 days of receiving the written request.
    c. A refundable damage deposit of $100.00 must be paid at least 48 hours prior to the event.
    d. Events requesting support from other city departments, such as Police, Fire and Public Works, may be required to apply for a city-wide special event permit.
    e. Additional charges for staffing & electricity ay be required depending on event requests.
    f. Depending on compatibility, use of the amphitheater may be denied if the Lytle House has been scheduled for an event.

WAIVER OF LIABILITY

The undersigned hereby requests, of the City of Bothell Parks & Recreation, use of the facilities described on the park reservation form and certifies that the information in its request is correct. The undersigned agrees to exercise the utmost care in the use of these facilities and property and by signing below applicant hereby agrees to indemnify, defend and hold harmless the City, its elected and appointed officials and employees while acting within the scope of their duties, from any and all claims, demands and causes of action of any kind or character, foreseen or unforeseen, for damages including but not limited to personal injury, death or property damage as well as the cost of defense costs, court costs, witness and attorneys' fees, in any way arising out of the granting of this permit or arising out of the applicant's use of the public area or other premises permitted by this permit, except for damages arising out of the City's sole negligence. Applicant expressly waives his/her immunity under title 51 of the Revised Code of Washington, the Industrial Insurance Act, for injuries to his/her employees and agrees that the obligation to indemnify, defend and hold harmless provided for in this paragraph extends to any claim brought by or on behalf of any employee of the applicant.

I have read the above rules and regulations for City of Bothell Parks & Recreation and agree to abide by them. I understand that park reservations are non-refundable, but may be rescheduled with 30 days notice and are non-transferable.

Signed: _____ Date: _____
(person signing form must be same as person whose name appears above)

Printed Name: _____

CREDIT CARD INFORMATION: The City of Bothell accepts credit card charges for Park Reservations in person or via fax. No phone in reservations will be accepted.

	Check Appropriate Card	Card Holder's Name:
VISA		Card Number:
MASTERCARD		Expiration Date: