

## 2010 Senior/Community Center Rental Information

2534 Grandview Drive West

253-564-1992

MAILING ADDRESS; 3715 Bridgeport Way West, University Place WA 98466

### HOURLY RATES                      RESIDENT                      NON-RESIDENT

(2-hour minimum. Prices include full use of kitchen and main room amenities.)

Social/Private group:                      \$50/hr                      \$55/hr

Community:                      \$40/hr                      \$45/hr

Kitchen only:                      \$30/hr

\*Rates changed as of 3/1/09

Dance Floor                      \$50 set up/tear down fee, one time fee.

100% of rental fee is due upon application in order to retain the date of choice. If application is received within 2 weeks of rental date a payment of Cash or Credit Card is required to ensure payment.

### DAMAGE DEPOSITS/RENTER DOCUMENTS

All rentals require a fully refundable **\$200 damage deposit**, due in full at time of application. Damage deposits will be deposited by the City & refunded 3 weeks following rental. Debit or Credit cards may be refunded within 72 hours.

If **alcohol** is being served an additional fully refundable **\$150 deposit is due**. The total deposit of **\$350** is due at time of application.

When serving alcohol a banquet permit must be obtained (this can be purchased at most liquor stores).

When serving alcohol a Certificate of Insurance naming the City Of University Place as additionally insured for \$1,000,000 in liability for the date of the rental must be provided. Additional insurance can be obtained through homeowners insurance or WCIA, 206-575-6046.

\*\*ALL permits are due 2 working days prior to rental date.

\*\*Rental application must be signed and approved by the Recreation Supervisor before the rental is guaranteed. This form is NOT an application or a binding agreement.

# FACILITY AMENITIES

- ❖ Activity Room, 1184 square feet
- ❖ Commercial Kitchen, 319 square feet
- ❖ 12 Rectangular 6 foot tables
- ❖ Back Patio
- ❖ 55 inch flat screen TV/DVD & CD player/surround sound
- ❖ 88 chairs
- ❖ 11 Card Tables
- ❖ 12 TV trays
- ❖ Dance Floor (additional fee)
- ❖ 88 Chairs