

Senior Community Center Rental Information

2534 Grandview Drive West, University Place WA 98466
University Place Parks & Recreation
253.564.1992



3715 Bridgeport Way W
University Place, WA 98466
PH: 253.566.5656 FAX: 253.460.2541

Hourly Rates	Resident	Non-Resident
<i>2 hour minimum. Prices include full use of kitchen and main room amenities</i>		
Social/Private group	\$55 per hour	\$60 per hour
Community	\$45 per hour	\$50 per hour
Kitchen Only	\$45 per hour	\$50 per hour

100% of rental fee is due upon application in order to retain the date of choice. If application is received within two weeks of rental date a payment of cash or credit is required to ensure payment.

Damage deposits / renter documents

All rentals require a fully refundable \$200 damage deposit, due in full at a time of application. Damage deposits will be deposited by the City and refunded three 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 is \$350 is due at the 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 two working days prior to rental date*
- *Rental application must be signed and approved by the Recreation Supervisor before the rental agreement is guaranteed. This form is NOT an application or a binding agreement*

Facility Amenities

- Activity Room, 1,184 square feet
- Commercial kitchen, 319 square feet
- 12 rectangular six foot tables
- Back patio
- 55" flat screen TV/DVD & CD player with surround sound
- 88 Chairs
- 11 Card tables
- 12 TV trays

***After hours contact information in case of emergency.**

- Sr./Community Center after hours: 253.341.1176
- Public Works Callout: 253.208.7925