



## A RENTAL WITH A VIEW



The Jefferson Park Lawn Bowling Clubhouse is a perfect place to host a party, meeting or work event. Located in the heart of Jefferson Park, enjoy the spectacular view of downtown Seattle, Elliott Bay and the Olympic mountains from the clubhouse and bowling greens.

**The clubhouse is available for your private party, or turn your gathering into an active event with lawn bowling!** Instructors and bowls are available to introduce your group to the fun and challenge of lawn bowling — all while taking in the marvelous view.

**The facilities include:** kitchen, tables & chairs, patio, gas bbq, stereo, tv and sound system. The space is appropriate for meetings, receptions and parties. Limited parking is available at the site; additional parking is a short walk away at the Beacon Avenue parking lot. The facility is wheelchair accessible. Clubhouse occupancy limited to 70 people.

### Clubhouse Rental

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Clubhouse rental fees have a 3 hour minimum.

Peak Season (April-September) \$360/3-hours, each additional hour: \$120/hr\*.

Off Season (October-March) \$300/3-hours, each additional hour \$100/hr\*.

\*Rental time includes host set-up and take-down.

A deposit of \$200 is due at the time of reservation application. The deposit will be applied to the overall rental fee.

### Rink Rental

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Rink space may be rented by the hour and includes: instructor, use of well-groomed greens and use of lawn bowls. Rinks are appropriate for up to 6 players at one time. Each rink reservation will have an instructor from the Club.

Rink Fees: \$45 for each Rink.

- Rinks must be reserved at least 7 days in advance of an event.
- Soft, flat-soled shoes are required to protect the greens.
- This game is not appropriate for children under 12 or those over 112.



Email [rentals@seattlebowls.org](mailto:rentals@seattlebowls.org) for clubhouse rental info & availability

## RENTAL POLICY & REGULATIONS

- Deposit of \$200 is due at the time of reservation. Reservation dates cannot be held without this deposit.
- Confirmation of your event dates will be mailed/e-mailed to you upon receipt of the Facility application pages 3 and 4 with deposit.
- Cancellations received more than 30 days before the event will receive a refund of \$200. Cancellations within 30 days of the event will forfeit the full deposit. • Full payment for the clubhouse rental and rink rental is due at the time of the event. Payment may be in check or cash only. Makes checks payable to JPLBC.
- In case of rain, JPLBC retains the right to decide whether or not bowling can occur. If bowling is cancelled due to rain, no Rinks Fee will be charged. The Clubhouse Rental Fee will still be due.
- Renter shall be responsible for payment of any damages occurring to the room, greens or equipment used.
- Renter shall restore the facility to the condition in which it was found. See *Cleaning & Security* checklist for details.
- Renter shall have the option of restoring the facility to the condition in which it was found or contracting with a caterer to do the clean-up.
- If alcohol is to be served:
  - Renter must provide proof of general liability insurance with limits of \$1million or more.
  - Renter must submit a letter stating that the Renter is responsible for guests, has provisions for designated drivers, and will not serve alcohol to minors.
  - If the JPLBC approves the Renter to serve alcohol on the premises, the Renter must purchase a 1-time Banquet Permit for a fee of \$11 ([www.lcb.wa.gov/licensing/banquet-permits](http://www.lcb.wa.gov/licensing/banquet-permits)). *You MUST post this permit prominently on the Club bulletin board at all times during your event.*
- No kegs are allowed on the premises.



## Jefferson Park Lawn Bowling Club

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- There will be no smoking allowed. Effective July 6, 2015, smoking is prohibited in all publicly accessible areas in Seattle Parks (Parks Code of Conduct P 060 7.21.00 section 3.2.10). The use of electronic cigarettes are not allowed inside facilities or within 25 feet of doorways and windows, but may be used outdoors. The smoking of marijuana in City parks is prohibited under state law (RCW 70.160.050).
- The User accepts the premises upon entry into possession. The User may inspect the premises at an earlier, mutually convenient time. Upon expiration or termination of the rental or an earlier revocation, the User shall promptly return the premises in as good condition as received, reasonable wear & tear excepted, in a clean appearance, ready for use by another.
- Renters are responsible for set-up and take down of the event and for clean-up of the event.
  - No tape, including duct tape or masking tape, may be applied to any surface in the building except tape specifically defined as painter's tape. Painter's tape is blue.
  - The person(s) responsible for clean-up must accompany the facility supervisor on a walk-through of the facility, *when take down is nearly completed but clean-up crew is still available*, to ensure that clean-up is complete and to identify any damage that might have occurred. Failure to satisfy this obligation may result in forfeiture of part or all of the renter's damage deposit.
  - All rented equipment that the renter may bring in for the event must be removed from the premises at the end of the specified time on the rental agreement.



## Jefferson Park Lawn Bowling Club

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- The User shall indemnify and hold the JPLBC and the City of Seattle harmless from any and all claims, actions, losses and damages to person or property (including but not limited to attorney's fees and expenses) suffered as a consequence of or arising or resulting, directly or indirectly, from any act or omission of the User on or about the premises.

In the event that any lawsuit based upon any such claim, action, loss, damage or cost is brought against the JPLBC and/or the City of Seattle, the User, after being notified that such lawsuit has been started, shall defend such lawsuit at no expense to the JPLBC and/or the City of Seattle; and if, in such lawsuit, a final judgment is rendered against the JPLBC and/or the City of Seattle, or against the JPLBC and/or the City of Seattle, and the User, jointly, the User shall promptly satisfy such judgment.

The User's liability under the indemnification agreement shall not be reduced by any JPLBC and/or the City of Seattle negligence; provided, that nothing shall require the User to indemnify the JPLBC and/or the City of Seattle.

In addition, **Any reservation is subject to change or cancellation on short notice by JPLBC if new Covid-19 restrictions are put in place**

*I have read and agree to this information.*

Renter's Initial Here



# FACILITY RENTAL APPLICATION

Organization/Family \_\_\_\_\_

Day Phone \_\_\_\_\_

Contact Person \_\_\_\_\_

Evening Phone \_\_\_\_\_

Address \_\_\_\_\_

Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Event Date \_\_\_\_\_

Event Start Time\* \_\_\_\_\_ AM/PM

Event End Time\* \_\_\_\_\_ AM/PM

Total Number of Hours reserved \_\_\_\_\_ *\*Include your set-up and clean-up time.*

## Attendance:

Number of Adults \_\_\_\_\_ Number of Children \_\_\_\_\_ Will event

be catered? Yes  No

Clean-up (*refer to Clean-up & Security page 5*): Will caterer be responsible? Yes  No

Will renter be responsible? Yes  No



# Jefferson Park Lawn Bowling Club

Will alcohol be served? Yes  No   
 (refer to *Rental Policy & Regulations* for instructions)

<b>INSURANCE</b>	Insurance is required for all events serving or selling alcohol. The Event Scheduling Office also reserves the right to require insurance when they deem necessary. Evidence of insurance must be provided to the JPLBC no later than ninety (90) days prior to the commencement of the event. <b>A rental will not be consider complete until all insurance requirements have been received, verified and approved.</b>	
If you have State Farm or Farmers Insurance, your agent may be able to provide the insurance documents needed. Or, consider obtaining special short term event insurance. Listed below are some possible resources that may be able to assist you. <b>Policies issued through WedSafe.com or using Markel American Insurance Company are not accepted.</b>		
<b>The Event Helper</b> Email: <a href="http://www.TheEventHelper.com">www.TheEventHelper.com</a> Telephone: (775)573-8368	<b>Insure Events</b> Website: <a href="http://www.insurevents.com">www.insurevents.com</a> Telephone: (310) 216-9152 <hr/> <b>Sprague Israel Giles</b> Email: <a href="mailto:cstroh@siginsures.com">cstroh@siginsures.com</a> Telephone: (206) 957-7040	<b>Gales Creek, Portland Oregon</b> Website: <a href="http://www.galescreek.com/">www.galescreek.com/</a>  Telephone: (503) 227-0491

Rental of building plus Lawn Bowling? Yes  No

Number of rinks & instructors requested \_\_\_\_\_ Number  
 of people bowling \_\_\_\_\_



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**For JPLBC Use Only**

Date application received \_\_\_\_\_

Deposit check received \_\_\_\_\_

# of hosts required \_\_\_\_\_

# of instructors required \_\_\_\_\_

## FACILITY RENTAL APPLICATION PAYMENT

In Season (April — September)

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Minimum clubhouse rental 3 hours = **\$360**

Additional clubhouse rental hours \_\_\_\_\_ x \$120 = \_\_\_\_\_

#Rinks \_\_\_\_\_ x \$45 = \_\_\_\_\_

Total Rental Fee = \_\_\_\_\_

Deposit due with reservation application = **\$200**

Off Season (October — March)

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Minimum clubhouse rental 3 hours = **\$300**

Additional clubhouse rental hours \_\_\_\_\_ x \$100 = \_\_\_\_\_

#Rinks \_\_\_\_\_ x \$45 = \_\_\_\_\_

Total Rental Fee = \_\_\_\_\_

Deposit due with reservation application = **\$200**

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I hereby certify that I am an authorized representative of the named organization and that the information included in this application is true to the best of my knowledge. I agree to be bound by the regulations and policies of this agreement.

Renter's Name (print) \_\_\_\_\_ Renter's Signature \_\_\_\_\_



Mail completed application & payment forms to:

**Rental Coordinator**  
**4103 Beacon Ave S**  
**Seattle, WA 98108**

Check if you've included:

- Application and payment (pages 3 and 4)
- Renter's signature
- Deposit of \$200, check payable to JPLBC
- Proof of general liability insurance with limits of \$1 million or more  Letter requesting permission to serve alcohol

## CLEANING & SECURITY

Event Date \_\_\_\_\_

JPLBC Attendant \_\_\_\_\_

Renter Name \_\_\_\_\_

***Renter shall restore the facility to the condition in which it was found. Failure to do so will incur additional fees for cleaning.***

Cleaning Checklist—To be completed by Renter & JPLBC Attendant

- The kitchen range top and oven, counters and all appliances wiped clean.
- Tables & chairs arranged as found.
- Tables wiped clean.
- The floors swept and mopped as necessary.
- Bathrooms: garbage removed, counters wiped down, lights turned off.
- Garbage and recycling collected and placed in receptacles.

Security Checklist—To be completed by JPLBC Attendant

- All windows secured, including: 2 over kitchen, 2 in office, 2 on north wall and 2 on south wall of main room.
- All doors locked, including Main entrance, 2 Rink doors and sliding door on west wall.
- All curtains closed.
- All gates and shed locked.
- Thermostat turned down.
- All small appliances turned off, including coffee pots, tea kettle, hot plate, and stereo.
- Fan in main room turned off.
- All lights are turned off, including outside, main room, kitchen and bathrooms.

Damage Notes:

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Attendant's Comments:

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# Jefferson Park Lawn Bowling Club

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Renter's Evaluation- Comments Would Be Appreciated:

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Renter's Signature \_\_\_\_\_ Date \_\_\_\_\_

Attendant's Signature \_\_\_\_\_ Date \_\_\_\_\_