

**Due to COVID-19, we are not accepting in-person applications at this time.**

# Picnic Reservation Application

Please read the brochure before completing this application

For site maps and photos, visit: [www.seattle.gov/parks/reserve/picnic-reservations](http://www.seattle.gov/parks/reserve/picnic-reservations)

**\*Required Information**

Main Contact					
First Name*	Last Name*	Gender*	Ethnicity (optional)	Languages (optional)	Date of Birth* / /
Residential Address*			Apt./Suite	City*	State* Zip Code*
Organization Name (if applicable):	Address:		City	State	Zip Code
Primary Phone*	Cell Phone	Email Address*			Promotional Email

Choose your top five preferences for your picnic date and location. You can choose one location on five different dates, the same date in five different locations, or any combination thereof. Tables seat an average of eight persons each.

	Park Name	Date	# of People	Shelter #	# of Tables or Table #'s
1*					
2					
3					
4					
5					

Event Name: \_\_\_\_\_

**Picnic Time Options:**

AM Half Day 8:00am - 2:00pm

PM Half Day 3:00pm - 10:00pm

Whole Day 8:00am - 10:00pm

All setup and cleanup needs to be done within permitted hours.

**Please help us determine additional permits needed:**

Are you hiring a catering company to prepare/serve food on-site?

NO YES

Vendor's name: \_\_\_\_\_

Will you have air bouncers, jumpers, or any special equipment on-site?

NO YES

Vendor's name: \_\_\_\_\_

Do you want to reserve a ball field? (if applicable)

NO YES What sport? \_\_\_\_\_ Ages: \_\_\_\_\_

Desired time: \_\_\_\_\_

If unsure of how to answer to the above questions

**Important Reminders:**

- Vehicle access is **NOT** permitted into any park.
- **Electricity is NOT available. Water is available at select locations.**
- **No Amplified Sound.** This includes boom-boxes, loudspeakers, radios or public address systems.
- Alcohol and smoking are **NOT** allowed in Seattle Parks.
- Applicants/permit holders agree to the terms and conditions listed in the picnic brochure and on the picnic permit.

**Fees:**

- Ball Field Use Permit ..... Fee varies
- Company Sign/Commercial Banner ..... \$100/unit
- Non-Sufficient Funds (NSF) Checks ..... \$2
- Rental Attendant Fee ..... \$30/hour
- Rescheduling Fee (must be outside of 14 days before your event date)..... \$25
- Shelters ..... See grid in brochure
- Tables (outside of shelter) ..... \$15 half-day/\$25 full-day
- Use Permit (Catering/Air Bouncer) ..... \$75

**\*\*\*All Fees are Non-Refundable\*\*\***

**Payment:**

During the lottery process **Do Not** include payment with your application, we will bill you. Payments are due within two weeks after you receive confirmation of your reservation. Please contact our office for payment methods or refer to your confirmation.

**Return completed applications to:**

mail as attachment : [SPRevents@seattle.gov](mailto:SPRevents@seattle.gov)

or **all:** [vent@seattle.gov](mailto:vent@seattle.gov)

Seattle Parks Recreation  
00 Elliott Ave W, Suite 100  
Seattle, WA 98107



**Seattle Parks & Recreation**

healthy people healthy environment strong communities