

# PICNIC APPLICATION PROCESS



## Frequently Asked Questions

### What if I want Professional Catering, Bounce Houses or Special Equipment?

If you hire a caterer or bring special equipment, please complete the online [Catering/Special Equipment Form](#) and see our [Insurance Requirements](#). A \$75.00 fee applies for picnics with Catering or Special Equipment.

### I don't see the park I'm interested on the list. Can I have my picnic in other parks?

Picnic tables and shelters that are not listed are first-come, first-served and you are welcome to enjoy those spaces when not in use.

### How much space do I need for my group?

We recommend a ratio of 1 table for every 10 people.

### Can I set up additional tables and chairs?

The Seattle Parks Code prohibits setting up equipment such as tables and chairs.

### Can we serve alcohol to our group?

Drinking alcohol in Seattle parks is prohibited.

### Will there be electricity or water provided?

No. Picnics are only a reservation for space. Electricity is never provided. Generators may be used for permitted special equipment such as bounce houses or professional catering. Water may be available near your picnic site, but it is not guaranteed.

### Are there refunds if my event is cancelled?

There are no refunds once payment has been made. This includes inclement weather.

### What if I need to make changes to my reservation?

Changes to a paid reservation will incur a \$25 fee. Changes need to be made 14 days or more from your reserved date.

# START HERE



1

Have you reviewed our Picnic Reservation page?

Yes

No

Skip to Step 3

Go to Step 2

2

Click: [Picnic Reservation](#) to see a list of reservable sites.

3

Is your site reservable online?

Yes

No

Go to Step 4

Skip to Step 5

4

Are you having special equipment or catering?

Yes

No

Go to Step 5

Go to Step 6

5

Submit a [Picnic Application](#).

6

Reserve your picnic space through the [online booking page](#).



## NEED HELP RESERVING ONLINE?

1

Type in your desired park in the keyword box, then select the corresponding shelter.

2

From there, you'll see a calendar where you can view current availability 5 to 90 days out. **!!** An account is required to make a reservation.

3

On the calendar, select the date and time, then "Apply and Proceed."

4

Fill out the event details. Carefully review and answer the custom questions.

5

Add to cart, then check out. Complete your reservation by making payment with card or electronic check.

For further questions, please contact us by email at [SPRevents@seattle.gov](mailto:SPRevents@seattle.gov)



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