

 **Tyee Community Gym Supplemental Form**

[**parks.bellevuewa.gov/rentals/**](https://parks.bellevuewa.gov/rentals/)

**EVENT DETAILS**

**USE OF TOBACCO, ALCOHOL, FIREARMS or CONTROLLED SUBSTANCE PRODUCTS** is prohibited by state law on school property, including buildings, parking lots, and grounds.

**How will the space be used?** (mark all that apply)

[ ]  Badminton [ ]  Basketball [ ]  Soccer [ ]  Volleyball

[ ]  Other, Describe:

**Type of Use?** (mark all that apply)

[ ]  Game [ ]  Practice [ ]  Tournament [ ]  Other (describe):

[ ]  Class/Lesson, Describe:

 Will there be multiple classes on each date requested? [ ]  No [ ]  Yes

 If yes, how many classes?      How many students per class?

**Age Group?**  [ ]  Youth Only [ ]  Adults Only [ ]  Both - Youth & Adults

**Do you plan to have food during your gym rental?** [ ]  No [ ]  Yes If yes, note food and drink is restricted inside the gym. Drinking fountain availability is not guaranteed. Beverages in bottles with lids are allowed. Food can only be in the small, carpeted area by the restrooms or outside.

**Will there be other Entertainment or Games?** Example: bubble soccer [ ]  No [ ]  Yes

If yes, what is planned?

Who is providing it? [ ]  Bringing it ourselves **or** [ ]  Hiring a company **\***

**Will there be other Additional Equipment brought in?** Examples: balls, mats, soccer goals, racquets etc…?

[ ]  No [ ]  Yes If yes, what is planned?

Who is providing it? [ ]  Bringing it ourselves **or** [ ]  Hiring a company **\***

**\* Special Uses:** A permit is required in advance if hiring a company to provide any services or equipment for the reservation. An [**Indoor Facility Special Use Form**](https://parks.bellevuewa.gov/UserFiles/Servers/Server_4779004/File/Parks%20%26%20Community%20Services/Rentals/IndoorRentals/Indoor-Facility-Special-Use-Form.docx) must be submitted no less than 30 days prior to the reservation date to be considered for approval.

**Will admissions be collected?** [ ]  No [ ]  Yes If yes, estimated amount:

**Will items be sold?** [ ]  No [ ]  Yes If yes, what is planned?

**EQUIPMENT (included with rental)**

**Room Equipment needed:** (mark all that apply)

 [ ]  Volleyball Poles & Nets [ ]  Badminton Poles & Nets [ ]  Dividing Curtain

     Stacking Chairs (30 avail.)     6’ Rectangular Tables (2 avail.)

**Note:** Equipment is the renter’s responsibility to set-up and take-down and must be left in the condition found, so that it is ready for school and city use. Bring your own sports balls. Volleyball antennas, clips, etc., are not to be removed. Renters are responsible for the care and cleaning of any equipment used.

**CONTACT INFORMATION**

Parks Scheduling Office: After Hours Emergencies:

Office: City Hall, 450 – 110th Avenue NE, Bellevue, WA 98004 Bellevue Parks Resource Management

Mailing Address: PO Box 90012, Bellevue, WA 98009-9012 Phone: 425-452-6855

Phone: 425-452-6914 Fax: 425-452-7221

Email: **TyeeGymRental@bellevuewa.gov**