

Crossroads Community Center Rental Fees

**Fees subject to change without notice*

Rental Hours and General Information

Monday- Friday: 9a-7:30p
Saturday: 9a- Midnight
Sunday: 9a- 10p

email: CCC@bellevuewa.gov
phone: (425) 452-4874
address: 16000 Ne 10th St

Rental Fees

Room (Dimensions)	Square Feet	Occupancy	Rental Fee	Special Notes
<i>Conference Room (8X16)</i>	240	12	\$30/hour	
<i>Mirror Room (28X36)</i>	1,000	50	\$45/hour	
<i>Theatre (47X71)</i>	1,600	75	\$65/hour	
<i>Full Community Room (36X58)</i>	2,000	120	\$110/hour	Kitchen included
<i>½ Community Room (18X29)</i>	1,000	60	\$65/hour	Kitchen included
<i>Gym (59X94)</i>	5,600	200	\$60/hour	No food or drink
<i>Art Room (11X24)</i>	264	15	\$30/hour	

- **Facility Staff:** Required for all weekend rentals \$20/hour
 - 2 facility staff required for all events with alcohol

Notes:

- Rental time requested must include time for set-up and clean-up.
- Two-hour minimum applies for all rentals.
- Alcohol service will not be approved during hours of scheduled youth programs in the complex.
- 30% off regular rate for non-profit groups with proof of status

Special Uses:

If you are hiring a company to provide a service for your event such as on-site catering, music, entertainment, games, and/or additional equipment a permit is required and must be approved in advance. Complete details can be found in the [Facility Rental Guidelines](#).

Submit the [Indoor Facility Special Use Form](#) as soon as hired companies have been selected. Our office will work directly with them to meet requirements. Deadline to meet requirements is 21 days prior to event date.

Additional Charges

Cleaning Fee:

If additional cleaning is required after rental\$100/hour

Overtime Charges:

Billed at twice the hourly rental fee, including the facility staff fee, at 15-minute increment.

Cancellation Fee:

Minimum \$35 up to 100% of rental fees. See Cancellation and Rescheduling Policy in the [Facility Rental Guidelines](#)