

Photography at Kelsey Creek Farm

We are pleased to offer small groups, up to 25 people, the opportunity to use Kelsey Creek Farm for staged family, wedding or senior pictures on a space available basis. Fees are \$25 per family for 2 hours.

Commercial still photography and filming will be considered on case by case basis with different fees and requirements.



To prevent conflicts with the Kelsey Creek Farm visitors, special events, programs and other uses, pre-scheduling is essential. The barnyard area is available to schedule from 9am-4pm. Reservations should be made at least one week in advance. Please call 425-452-7688 or email Kelseycreekfarm@bellevuewa.gov. Scheduled time must include arrival time of equipment, set-up, actual photo shoot time, break-down, and departure.

Confirmation will be issued upon receipt of payment. Bring your confirmation with you as it indicates the day and time of your photo shoot. If you register on the day of the photo shoot your payment is your confirmation. The remainder of the park will remain open for use by the general public.

Reminders to optimize your visit:

- When at the Farm for your photography session, please be considerate of our many visitors and program participants.
- Please keep pathways clear for visitors and moving animals to their pastures.
- Please do not feed the animals or go in a pasture -even for that perfect shot!
- Do not trample the plants, stay on designated paths.
- Bring a copy of the permit with you on the day of your activity.
- Pets are allowed at the park on leash, but not in the barnyard area.
- When visiting, children must be supervised by an adult at all times.

Kelsey Creek Farm

425-452-7688

kelseycreekfarm@bellevuewa.gov



Kelsey Creek Farm Photography Request Form
City of Bellevue Parks & Community Services
www.bellevuewa.gov Phone: 425-452-7688 Fax: 425-452-2804

Instructions:

1. If having staged family, wedding or senior pictures reservations are required. The barnyard area is available for reservation 9am-4pm daily and should be made a minimum of 5 business days in advance. This request form is not valid for commercial photography/filming.
2. Complete this form with signature and submit with full payment:
kelseycreekfarm@bellevuewa.gov or Fax: 425-452-2804 or
Mail to: City of Bellevue, Kelsey Creek Farm, PO Box 90012, Bellevue, WA 98009-9012
3. All requests are on a first-come-first-serve basis, and no date will be held until the City of Bellevue approves this request. There is no legal or binding commitment between the parties until you receive a confirmation.

APPLICANT INFORMATION (Responsible Party)

Incomplete Request Forms will be returned to

Sender

Organization:	Today's Date:	
Main Contact:	Home Phone #:	
Email:	Work Phone #:	Ext:
Mailing Address:	Cell Phone #:	
City:	State:	Zip:

EVENT INFORMATION

Area(s) You Want to Take Photos:		
Date(s) Requested:	# of People in Attendance:	(limit of 25)
Time Requesting:	to	(2 hour limit) – Fee \$25
(Please note scheduled time must include arrival time of equipment, set-up, actual photo shoot time, break-down, and departure)		

AGREEMENTS

The applicant agrees that, during the use of the Parks & Community Services facility, _____
(Main Contact / Organization)

will not exclude anyone participation in, deny anyone the benefit of, or otherwise subject anyone to unlawful discrimination or harassment. The undersigned hereby makes application to City of Bellevue for use of the Parks & Community Services facility described above and certifies that the information given in the application materials is correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe the rules/regulations & policies/procedures of the City of Bellevue Parks & Community Services Department. The applicant agrees to exercise the utmost care in the use of the premises and property and to defend and hold the City of Bellevue harmless from all liability resulting from the use of said facilities. The applicant further agrees to reimburse the City of Bellevue for any damage arising from the applicant's use of said facilities. The applicant signing this agreement will be considered the responsible party in case of damage, theft, or disturbances during the rental period.

I have read, understood, and accepted all procedures in the City of Bellevue's Park Use Guide and in all the Special Use Forms for the park area I am requesting to use. I further certify that I am 21 years of age or older.

In lieu of my signature below, I certify that I have an account with Bellevue Parks & Community Services and that by providing my Bellevue Parks & Community Services Barcode/Client ID# _____ I am acknowledging I am the holder of the account and agree to all the terms listed above.

SIGNATURE (REQUIRED): Main Contact: _____ **Date:** _____

PAYMENT - (Is due in full with form)

MAIL CHECKS (PAYABLE TO: City of Bellevue) TO: City of Bellevue

Attn: Kelsey Creek Farm Park
PO Box 90012
Bellevue, WA 98009-9012

VISA/MASTERCARD PAYMENTS: Visa

MasterCard (We do not accept American Express or Discover)

Cardholder Name: _____ **Cardholder Phone #:** _____

Cardholder Signature: _____ **Amount Approved: \$** _____

Card Number: _____ **Exp. Date:** _____