

 **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)

 [ ]  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

**Will food be served?** [ ]  No [ ]  Yes If yes, note food and drink is restricted inside the gym. A drinking fountain is available. Beverages in bottles with lids are allowed. Food can only be in the alcove 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, cones, etc…?

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

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

**\* Special Uses:** If hiring a company, a permit is required and must be approved in advance. 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) is required and must be approved 21 days in advance.

**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 [ ]  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**