

Reservations

We will confirm your rental as soon as you fill out and sign, the Facility Use Rental and Agreement Forms and submit payment. If you have any questions, please contact Discovery Park (206) 386-4236.

You may pay for facility rental by cash, credit card, check, money order, or cashier's check made payable to the City of Seattle. If payment is made by a personal check with insufficient funds in the account, the terms of the permit are canceled until the permit-tee pays the amount due. A \$20 NSF fee will be added to the total.



Judge Voorhees Room

Class A Rentals

Class A \$5.00/hour /\$15 booking fee
Non-commercial, public meetings advertised to the public, in which no admission fee, vendor fee and or donation is requested and which occur during normal operating hours (8:30 am-5:00 pm Tuesday-Friday) pay only \$5.00 an hour with a \$15 booking fee.

Ask at the time of your rental if you have questions regarding the policy. We do not have a non-profit rate.



Lobby Exhibit Space

Refunds

Any person who reserves a room and requests a refund 14 days or more before the start will receive a refund minus a service charge. Any person who reserves a room and cancels fewer than 14 days before the date of rental will receive no refund.

Discovery Park Room Rentals



Discovery Park
3801 W. Government Way
Seattle, WA 98199
(206) 386-4236 (press 5)
www.discoverypark.org





Welcome to Discovery Park!

The 534 acre regional park offers a place of peace and tranquility for all to enjoy. Operated by the City of Seattle Parks and Recreation Department, the park offers unparalleled views of Puget Sound, spectacular birding opportunities and the most extensive hiking trails within the city. Talented staff offer a wide array of environmental education programs to the public, working throughout the city to provide stewardship opportunities.

Built in 1998, the environmental learning center offers a refuge for groups looking for a special retreat or gathering spot. Rooms overlook a meadow or a scenic courtyard area and are perfect for professional retreats, birthday parties, board meetings, wedding receptions, memorials, potlucks and ceremonies. We are located near a trailhead for the 2.8 mile loop trail, playground, basketball and tennis courts.

Call (206) 386-4236 for information.

Amenities

The center has three rooms available for rent. The Judge Voorhees Room and the combined classrooms accommodate up to 65 people. The classrooms individually seat 25. Parking is free at the center.

Voorhees Room	1150 square feet
Classroom 1	1000 square feet
Classroom 2	1000 square feet

Renters are welcome to use our 2'x5' 6" tables, chairs, 60+ person coffee maker and overhead. Large screens, dry erase boards, and easels are available for presentations in each room.

If you are planning on doing an audio visual presentation, we recommend classrooms 1 & 2. A full kitchen is available in the Judge Donald S. Voorhees Room and sinks are available in Classrooms 1 & 2.

Classroom #1



You are responsible for room set-up and clean-up. Recycling and garbage containers, a vacuum cleaner and supplies are available. We encourage renters to use recyclable items when possible.

Rental Rates

Weekends, Mondays, evenings (after 5), holidays

\$52.00 hour/ \$32.00 booking fee

Weekdays, 8:30 am-5:00 pm

\$35.00 hour/\$15.00 booking fee

If multiple days are booked, only one booking fee will be charged.

Alcohol

Alcohol may only be used in the building after hours. Renters serving alcohol must have \$1 million in Commercial General Liability coverage. If help is needed in acquiring this insurance, call (206) 386-0071. There is a \$500.00 refundable damage deposit and a \$60.00 non-refundable fee for all events involving alcohol.



Courtyard