



**City of Mukilteo
Rosehill Community Center
Outdoor Grounds Rental Application**

Phone: 425.263.8180

recreation@mukilteowa.gov

*Use this application for ceremonies only held on the
Plaza or Upper Lawn at the Rosehill Community Center*

Applicant Information

1. Applicant Name		
2. Name of Responsible Party		
3. Mailing Address of Responsible Party	Address:	
	City:	
	State:	Zip:
4. Phone of Responsible Party	Day:	Evening:
5. E-mail of Responsible Party:		

Event Information

6. Name and Type of Event <i>(Wedding, ceremony)</i>		
7. Describe event and equipment <i>Please list equipment you are bringing (tables, chairs, gazebo, trellis, flowers). If applicable, list names of rental delivery companies and drop off and pick up times. Reminder: Staking of any equipment into the grass or landscaping beds is NOT allowed.</i>		
Name of Rental/Delivery Company: _____		
Drop-off date and time: _____ Pick up date and time: _____		
8. Event Date:		
9. Event Set-up Time:	Actual Event Start & End Time:	
10. Event take down/clean time:		
11. Estimated number of attendees:		
12. Facility you plan to use		
<input type="checkbox"/> Upper Grassy Area (please indicate on map area you would like to use)		
<input type="checkbox"/> Plaza Area (please indicate on map area you would like to use)		

Event Components

15. Please check all items that apply to your event and provide details in box 16.			
<input type="checkbox"/> P.A. System	<input type="checkbox"/> Electricity/generator	<input type="checkbox"/> Trellis	<input type="checkbox"/> Amplified Music
<input type="checkbox"/> Live Music	<input type="checkbox"/> Tables/Chairs	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Stage
<input type="checkbox"/> Helium Tank	<input type="checkbox"/> Tents/Canopies	<input type="checkbox"/> Other	

16. If you have checked any of the boxes in #15, provide details for these event components and describe any "other" items not on the list:

Reservations for the Plaza or Upper Lawn must accompany the rental of the Point Elliott Room. The reservation of either Plaza or Upper Lawn must be no less than 30 days in advance of event date.

I acknowledge that the information submitted in this application is true to the best of my knowledge. I have read and agree to comply with all Rosehill Community Center **Outdoor Grounds Guidelines and Rules** including the refund policy.

Indemnification/Hold Harmless

User shall defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss of damage to property, which arises out of the use of Premises or from any activity, work or thing done, permitted, or suffered by the User in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of the City.

User Acknowledgement/Agreement

I hereby assume full responsibility for the facility's use and agree to comply with all rules and regulations of the City of Mukilteo. The information given in this application is said to be true under the penalty of perjury by the Laws of the State of Washington and regulations of the City of Mukilteo. I understand the City of Mukilteo reserves the right to deny use, change, or cancel any part of this application and any related scheduled activities.

_____ I understand I need to provide my own chairs or I may borrow Rosehill's white plastic folding chairs (150). I will provide my own set up and clean-up of this event.

initials

_____ I have received the rules and guidelines for renting the Outdoor Grounds at Rosehill.

initials

Signature of Applicant:

_____ Date: _____

Electronic Signature:

Date:

City of Mukilteo Staff: _____ Date: _____