

Welcome to Discovery Park!

Discovery Park is a 550 acre regional gem that offers a place of peace and tranquility for all to enjoy. The park features extensive hiking trails, birding opportunities and views of Puget Sound. The Visitors Center is a great location for groups looking for a gathering space in a natural setting. The Visitor Center rooms are perfect for any party, meeting, retreat, or reception!

Call or email today (206) 386-4236
Discovery.Park@seattle.gov



2023-2024 Room Rates

MINIMUM RENTAL PERIOD OF 2 HOURS

Multi Purpose Room
(aka Judge Voorhees Room) **\$62/hr.**
1150 sq. ft
Lobby can be added for an additional \$34/hr.
(after-hour rentals only)
Capacity: 60 people

This large room is ideal for parties, meetings, receptions, birthdays, or any occasion. The room has great natural light with large east facing windows. Projection screen and a dry erase board are available. This room includes a small kitchen with appliances, dishes and a 60 person coffeemaker. Includes up to 60 chairs and 13 rectangular six-foot tables.



Classrooms **\$62/hr.**
2000 sq. ft
Patio can be added for an additional \$34/hr..
Capacity: 60 people

The Classrooms is one room that can be split in two using a divider wall. It faces an outdoor courtyard with patio. The room includes two projection screens, two dry erase boards, sinks, up to 60 chairs and 16 rectangular six-foot tables.



Rental Fees

Damage Deposit
Event without alcohol **\$250**
Event with alcohol **\$500**

A damage deposit is required and fully refundable as long as no damage has occurred, if the space is clean, and your group is out on time. Refunds are received 7-14 days after your rental.

Booking Fee **\$32.25**
We charge a one-time booking fee of \$32.25. This is non-refundable.

Staffing Fees **\$34/hr.* + 1 hr.**
Staffing is required when rentals occur **outside** of normal operating hours or on Mondays/holidays when we are closed.

Visitors Center open hours:
Tues—Sun 8:30am-5pm
**Holiday staffing fees are \$51.00/hr..*

Rental staff
require an additional hour (½ hour before and ½ hour after the event) to open and close the building. Renters are required to pay this extra staffing fee. Any party serving alcohol, requires a second staff person at \$34/hr.

Please note - the rental should include, the time you need to set-up and clean-up for your event. You are responsible for all set up and clean up. Staff do not provide this service.

Facility Information

Visit us to see the facility or book an event, no appointment necessary. Just visit us during our open hours, Tuesday - Sunday 8:30am-5pm.

We make room rentals available on a first-come, first-served basis. Please allow at least **30 business days advance notice** for rentals with alcohol. **Full payment is due at the time of booking to reserve any room.** Reservations and payment can be made over the phone or in person.

Cancellations

Any person who reserves a room and requests a refund **31 days** or more before the rental, will receive a refund of all fees minus \$82.25. Cancellations made **30-14** days before a rental will receive a refund of the damage deposit and 50% of all other fees, minus the \$32.25 Booking Fee. **NO REFUND** is given for cancellations made 14 days or less before a rental.

Serving Alcohol?

Rentals with alcohol must be scheduled outside of operating hours, and require renters to: have \$1 million in liability coverage, pay a \$75 alcohol fee, pay a \$500 minimum damage deposit, pay for two staff at \$34/hr. each, obtain a Banquet Permit, and submit a Letter of Intent to the facility for approval by the Parks Department Director. Please inquire further about our alcohol policy by calling (206) 386-4236 or emailing Discovery.Park@seattle.gov

Room Rentals at Discovery Park Visitor Center



3801 Discovery Park Blvd
Seattle, WA 98199
Phone: (206) 386-4236
Discovery.Park@seattle.gov



Seattle
Parks & Recreation