



Park & Facility Rentals

Port of Bellingham
PO Box 1677
Bellingham, WA 98227-1677
Phone: (360) 676-2500
Email: events@portofbellingham.com

DATE
RESERVATION #
STAFF INITIALS

For reservations and scheduling information, call the Port's event coordinator at 360-676-2500

USE/ACTIVITY INFORMATION

PARK or OPEN SPACE AREA

Zuanich Pt. Park - Fairhaven Marine Park
Tom Glenn Common
Downtown Waterfront Site

CONFERENCE ROOM

Conference Rm B @ BCT

SPECIAL EVENT, MEETING or GATHERING

Bellingham Cruise Terminal
Blaine Boating Center
Squalicum Boathouse

NAME OF FACILITY:

AREA/LOCATION/ROOM:

DATE REQUESTED:

TIME REQUESTED (Include setup, breakdown): FROM: TO: TOTAL HOURS REQUESTED:

USE OPEN TO THE PUBLIC: NO YES NUMBER OF PEOPLE EXPECTED:

DESCRIBE ACTIVITY:

DO YOU PLAN TO SERVE FOOD? NO YES NAME OF CATERER:

WILL ALCOHOL BE SERVED? NO YES

APPLICANT/ORGANIZATION:

CONTACT PERSON/PERSON IN CHARGE:

EMAIL ADDRESS:

PHONE:

ADDRESS: CITY: STATE: ZIP:

USER SIGNATURE

I am a duly authorized agent of the applicant. I understand that it is my responsibility to read the Public Space Use Policies and Procedures. As part consideration for the permission to use the above described Port of Bellingham facility: the applicant and I agree to comply with all Public Space Policies and Procedures as set by the Port of Bellingham. Further, to the extent permitted by law, the applicant and I do hereby agree to release, indemnify and forever hold harmless the PORT OF BELLINGHAM, its commissioners, directors, officers, employees, and representatives from all liability, claims, losses, damages, or expenses (including expense of litigation) resulting from any actual or alleged injury to or death of any person or from any actual or alleged loss or damage to any property caused by or in any respect resulting from the applicants admittance or activities at the facilities described above. The applicant and I do hereby agree to limit said activities to the specified and applicable Port of Bellingham facilities and will return the premises in a neat, clean and undamaged condition and further agree to reimburse the Port of Bellingham for any damage arising from the applicant's use of said facilities. The applicant and I agree to abide by all lawful rules, codes, laws and regulations in connection with its use of the said premises. The applicant and I agree that during the use of the Ports facilities described above, we will not exclude anyone in the participation in, deny anyone the benefit of or otherwise subject anyone to discrimination because of the person's race, color, national origin, sex, religion, age or handicap. I have read and understand the foregoing. I have read and agree to comply with the rules listed on the reverse side of my copy of this application. **I understand that the initial payment (50% of the total room rental) is non-refundable.**

USER'S SIGNATURE:

DATE:

PORT OFFICE USE ONLY

PRIVATE USE COMMUNITY USE GOVERNMENT USE HIGH IMPACT USE

USER FEES:	\$	Notes:	
DAMAGE DEPOSIT	\$		
PARK USE	\$	Payments:	
ADDITIONAL HOURS	\$	RECEIVED:	RECEIPT#
HIGH IMPACT FEE	\$	RECEIVED:	RECEIPT#
		RECEIVED:	RECEIPT#
		RECEIVED:	RECEIPT#