RESERVATION INFO

HOW CAN I RESERVE?

Over the phone: 206.988.3700

In Person:

Burien Community Center
14700 6th Ave SW, Burien, WA 98166

Monday–Thursday: 8:30am–8:00pm
Friday: 8:30am–5:00pm
Saturday: 8:30am–12 noon

WHEN MAY ROOMS BE RESERVED?

Rentals are accepted on a first-come, first served basis. Seahurst Banquet Hall may be reserved up to 12 months prior to desired date. Meeting rooms may be requested up to 3 months prior to use.

DO I QUALIFY FOR THE RESIDENT DISCOUNT FEE?

To qualify, the group's responsible party must live inside Burien city limits.

WHEN DO I HAVE TO PAY? HOW DO I PAY?

A $15 processing fee and security deposit must be paid at the time of reservation. The rental fee balance must be paid 30 days before event. We accept VISA, MasterCard, check, or cash.

CAN ROOMS BE RESERVED ON AN ONGOING BASIS?

Ongoing meeting rentals may be requested for a 3 month period at the following times:

- **December 1st:** for January through March usage
- **March 1st:** for April through June
- **May 1st:** for July through August
- **August 1st:** for September through December

WHAT IF I MUST CANCEL?

More than 30 days notice of cancellation = forfeit half of security deposit.

30 days or less = no refund of security deposit.

RENTALS WITH ALCOHOL

Both a Banquet Permit and Insurance are required. Call 206.988.3700 for information.

CHANGING YOUR RENTAL DATE AND TIME

Dates

- Seahurst Banquet Room will be treated as cancellation.
- Meeting Rooms will require notification 14 days in advance. New date may be accommodated if space and rental staff are available.

Times

- Adding time may be done if pre-arranged and available.
- Request will require 14 days in advance. New time may be accommodated if space and rental staff are available.

PRIOR TO YOUR RENTAL

You will need to attend an appointment meeting with Parks staff if your rental will be held during non-business hours. Rental appointment hours: Monday-Friday, 10:00am–5:00pm.

EASILY ACCESSIBLE FROM I-5 AND SR 509 & 518

From north or south SR 509: take the SW 148th St exit and turn right at 4th Ave SW. Turn left on SW 146th St. Dottie Harper Park is on left side of street. Burien Community Center is located right past the park and has a large parking lot in front.

From north or southbound I-5: take the WA-518 exit toward Burien/Sea-Tac Airport. 518 will change into SW 148th St. as you enter Burien. Stay on SW 148th and turn right at 4th Ave SW. Turn left on SW 146th St. Dottie Harper Park is on left side of street. Burien Community Center is located right past the park and has a large parking lot in front.

BURIEN

Burien Community Center
14700 6th Ave SW, Burien, WA 98166
206.988.3700

BURIEN COMMUNITY CENTER

Room Rentals

206.988.3700

BURIENPARKS.NET

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SEAHURST BANQUET HALL

Terrific price and convenient location for your large occasion! A bright and airy 3000 square foot room for weddings, parties, dances, meetings, and other large gatherings.

» 27 round tables, 6 banquet tables, and 200 chairs
» Warming kitchenette

HOURLY RENTAL PRICE

During Business Hours: $70/hr or $85/hr with alcohol. $250 deposit.

Other Hours: $85/hr or $100/hr with alcohol. $500 deposit.

Resident Discount: $5 off hourly rate

BUSINESS HOURS

Monday-Thursday: 8:30am–8:00pm
Friday: 8:30am–5:00pm

SHOREWOOD ROOM

» 12 tables, 50 chairs
» Projector screen
» Sink

MANHATTAN, LAKEVIEW, & HILLTOP ROOMS

» 8 tables, 32 chairs
» Mirrored walls in Lakeview Manhattan, and Hilltop
» Rubber floor and large corner windows in Lakeview

HOURLY RENTAL PRICE

During Business Hours: $35/hr or $50/hr with alcohol

Non-Business Hours: $50/hr or $75/hr with alcohol

Deposits: $200 with alcohol, $100 without

Resident Discount: $5 off hourly rate

PLAY ZONE PACKAGES

Add Fun Toys for Your Child's Party Rental!

Perfect for Crawlers, Toddlers and Preschoolers

3 PACKAGES TO CHOOSE FROM

#1: Climbing and Tumbling Equipment
#2: Parachute, Hoops, Slide, and Blocks
#3: Mini Cars, Tricycles, and Scooters

PRICE

Flat Fee per Package: $50. Deposit $75.

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