

# Crossroads Community Room



**NOW  
OPEN**

## 500 SQUARE-FOOT MEETING SPACE

AVAILABLE TO RENT • LOCATED DOWN THE HALLWAY NEXT TO OLD NAVY

Full details  
on the back.

*available:*

**MONDAY – SATURDAY 9:00AM – 8:30PM**

**SUNDAY 9:00AM – 5:30PM**

**Crossroads**  
BELLEVUE

15600 NE 8TH • BELLEVUE, WA 98008 • CROSSROADSBELLEVUE.COM • 425.644.1111

# Crossroads Community Room

## Room Rate

### PUBLIC PRICING

\$15/hour\*

### NON-PROFIT PRICING

Registered 501c3 non-profit organizations will receive one free booking per month (up to 4 hours). Rental rate for additional bookings during the same month is \$10/hour\*. Proof of 501c3 status is required.

## Terms of Payment

Payment is due one week prior to use.

## Room Size @ Occupancy

The Community Room is 20' x 26'. Maximum occupancy is 10 people, to ensure that social distancing is possible. Each adult, child, and stroller count as one person.

## Food

All food items enjoyed in the Community Room must be purchased from Crossroads food merchants. Please bus your own dishes and food items at the end of your meeting. Failure to do so may result in denial of future bookings.

## Amenities

### NO CHARGE

- **Tables and chairs** are provided. The current configuration has been chosen to ensure that social distancing is possible. Please do not move the tables and chairs.
- **Wall-mounted flat screen TV** with dvd/vhs player (Use must be arranged at time of reservation)
- **Wireless internet access** (Contact Guest Services or Security to obtain the network password)
- **Pull-down screen for projectors**
- **Wall-mounted whiteboard**

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## RENTAL INFORMATION

The Community Room is located down the hallway next to Old Navy.

Available Monday–Saturday  
9:00am–8:30pm

Sunday 9:00am–5:30pm

No more than two meetings will be booked per day, to ensure that the room can be sanitized between visitors.

to check  
availability

Visit

[www.crossroadsbellevue.com/communityroom](http://www.crossroadsbellevue.com/communityroom)  
to view dates and times that are already booked.

to make a  
reservation

Visit

[www.crossroadsbellevue.com/communityroom](http://www.crossroadsbellevue.com/communityroom)  
and click on  
**Community Room Sign-up.**

In most cases, you will receive a response within 48 hours.

**Ten days advance notice is required for Community Room reservations.**

### Crossroads Community Room Policy

The purpose of the Crossroads Community Room is to foster inclusive community participation by providing a safe, low-cost meeting space for use by civic, community, cultural, educational, political, or religious organizations, groups, and individuals.

The Community Room shall not be used for profit, entrepreneurial, or commercial purposes of any kind. No admission fee may be charged for profit, nor funds solicited for profit, at any meetings held in the Community Room. Crossroads Bellevue Management reserves the right to approve or deny any and all proposed uses at our sole discretion.

Permitting use of the Community Room does not constitute endorsement by Crossroads Shopping Center of the organization, the goals, objectives, or activities of the organization, or the content of any communications made by the organization.

\*New pricing effective 8/1/2021.