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

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

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 24 people.

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. They may not be rearranged.
- ***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***

to check availability

Visit
crossroadsbellevue.com/communityroom
to view dates and times that are already booked.

to make a reservation

Visit
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.

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