

**Parent Trust for Washington Children**  
Room Rental Information  
Center for Strong Families  
2200 Rainier Avenue South • Seattle, WA 98144 • 206.233.0156

The Center for Strong Families is a facility that houses Parent Trust for Washington Children's offices and classrooms. Rooms are available for rental on an individual or group basis to community organizations and individuals.

**General Information:**

- **Parking:** There are 30 shared parking spaces available in Parent Trust's parking lot. These are on a first come, first served basis and cannot be reserved.
- **Food/Beverage:** Parent Trust does not restrict food or beverage service on premises. Renters may cater their event as needed. Any alcoholic beverages served must be covered under a permit issued by the State of Washington and available for viewing prior to the event. Renters are required to monitor alcoholic beverages on premise and ensure that all rules and laws are followed.
- **Sales:** It is permitted to sell items as part of a meeting or event. All license fees, taxes and permits are the responsibility of the renter.
- **Tables/Chairs:** Each classroom or meeting room comes with standard chairs. If others are required for an event, the expense is the renters.
- **Set Up/Clean Up:** Renters are required to set up for, and clean up after, their event. Trash and recycling must be put in their proper containers and taken to the appropriate dumpster and the room restored to its original arrangement.
- **Equipment:** The room comes equipped with a 4'X6' white board and markers, HD TV, DVD player and VHS player. The following equipment is available for rental at a flat fee of \$5 per day use: overhead projector, computer projector, screen.
- Any damage to the room or contents of the room must be reported immediately. Any damage beyond what would be considered regular wear and tear becomes the responsibility of the renter.
- It is understood that renter's activities are covered by the general liability or other appropriate insurance of the renter.
- Cancellation requests received 72 hours or more before an event will receive a full refund of any pre-paid amount. Any cancellations less than 72 hours before an

event will not have any pre-paid fees refunded and/or will be charged for the full amount of the rental.

- **Room Availability:** Rooms are available for rental Monday – Friday, from 9am to 5pm. Weekend or before/after hour rentals are available at 10% additional rate. After hour and weekend room rentals require a staff “sponsor” who will be responsible for overseeing the group while renting at the facility (opening, closing, trash pick up, etc).
- **Payment:** If the rental is a one-time rental, payment is due at the end of the last rental day. If the rental is for an ongoing class or event, Parent Trust will invoice the renter monthly with a Net 15 day payment schedule.

All rooms are rented in one hour increments.

**Classroom A:**

\$7.50 per hour

Seats 24 classroom, 35 reception

Wheelchair accessible

Separate entrance

One accessible bathroom

**Classroom B:**

\$10.00 per hour (\$15.00 per hour including Parent and Children’s meeting rooms)

Seats 50 classroom, 70 reception

Attached kitchen area

Two restrooms

Access to children’s room and breakout room (seats 10)

**Parents Meeting Room:**

\$5.00 per hour

General Meeting Room

Seats 10

**Children’s Meeting Room:**

\$5.00 per hour

General Room set up for children from 1 to 5 years

Can be used by up to 10 adults