

DOWNTOWN SPECIAL EVENT PARKING TOOLKIT

Intro

Parking is often an after-thought for event attendees; however, a poor parking experience can negatively impact your event attendee's overall event experience significantly.

Getting accurate and relevant information to event attendees as efficiently as possible can make all the difference.

Event organizers should utilize their various lines of communication (press releases, direct email blasts, social media, etc.) to communicate about the parking options available for each event.

Value Based Parking Options

The City of Bend Parking Services Division provides value-based parking options to all event attendees in Bend.

Event attendees can choose from value to premium parking options as follows:

- Premium Areas are close to Drake Park
- Basic Areas are on The Lots in the Downtown Parking District
- Value Areas are in the Downtown Parking District

Giving your event attendees more parking choices will empower them and will improve their parking experience.

Event Parking Areas

For the best event parking experience, promote our dedicated event parking areas to your event attendees in downtown Bend.

Event Area	Included streets/lots	Rules	Capacity
PREMIUM	NW Broadway, NW State, NW Congress, NW Kansas, NW Louisiana, NW Idaho, NW Riverside Blvd. in the Old Bend Parking District	\$5 flat fee during special events via mobile app., Parking allowed 1 hour before and after the official start of the public event.	268 on-street spaces
BASIC	South Mirror Pond & North Mirror Pond, The Greenwood Lot, The Newport Lot, in the Downtown Parking District.	\$1/hour after 2 hours free. Time limits apply.	209 spaces on off-street lots
VALUE	On-street parking in the Downtown Parking District. The Deschutes County Lot on NW Lafayette	Up to 2h Free on-street parking during special events.	1,400 spaces (1,200 on-street spaces and 200 off-street)

Planning an Event?

Need to plan parking for your event? If you are planning an event in Downtown Bend the Parking Services Division can help to make your event a success. We are happy to discuss and determine the best parking or mobility experience for your guests, provide you with cost estimates, and assist you with wayfinding via custom maps or signage.

Contact us by email at bendpermits@diamondparking.com or by phone at (541) 317-2805. It's never too early to plan parking for your event!

Services Provided:

- Reserved parking areas
- Event parking permits
- ADA accessible parking options
- Custom signs & maps
- Parking for oversized vehicles and buses
- Cost estimates with guest or event host billing options
- Comprehensive parking and transportation plans for large scale events

Reserving Event Parking

Event organizers can reserve dedicated parking spaces in the **PREMIUM Parking Area** for setting up, vendors or attendees. All spaces available in these areas can be reserved.

It is not possible to reserve individual spaces on a block face – the entire block face must be reserved.

The following fee applies:

Area Reserved	Per space fee
<u>When Free parking is offered by organizer</u>	
Complete Premium Event Parking Area	\$2.50 (50% discount)
By block face	\$4 (20% discount)
<u>When parking is presold by organizer</u>	
Complete Premium Event Parking Area	\$5.00 (no discount)

- No other areas are available for reservation.
- Organizers that reserve the Premium Event Parking Area are prohibited from selling parking spaces to attendees or vendors.
- Organizers that are planning to reserve the Premium Event Parking Area and pre-sell available spaces to attendees or vendors must reserve the entire Premium Event Parking Area at market rate.



Accommodation Information for People with Disabilities & Language Assistance Services

You can obtain this information in alternate formats such as Braille, electronic format, etc. Free language assistance services are also available. Please email accessibility@bendoregon.gov or call 541-693-2198. Relay Users Dial 7-1-1. All requests are subject to vendor processing times and should be submitted 48-72 hours in advance of events.

Servicios de asistencia lingüística e información sobre alojamiento para personas con discapacidad

Puede obtener esta información en formatos alternativos como Braille, formato electrónico, etc. También disponemos de servicios gratuitos de asistencia lingüística. Póngase en contacto en correo electrónico accessibility@bendoregon.gov o número de teléfono 541-693-2198. Los usuarios del servicio de retransmisión deben marcar el 7-1-1. Por favor, envíe sus solicitudes con 48-72 horas de antelación al evento; todas las solicitudes están sujetas a los tiempos de procesamiento del proveedor.