

## Gulf of Georgia Cannery National Historic Site

### Site Rental Information

The 55,000 sq. ft. Gulf of Georgia Cannery National Historic Site offers a unique environment for private functions and allows visitors opportunity to explore the museum during the course of the event. The site is available for rental during non-public hours for conference receptions, weddings, corporate functions and private parties. A site liaison will be on site throughout your event.

#### Site Availability

- Rental hours are 5:00 pm to 11:00 pm.
- Take down and clean-up is the responsibility of the renter and must be completed by 11:15 pm.
- Rentals are generally not possible when the Gulf of Georgia Cannery Historic Site is open to the public (10am-5pm daily).

#### Rental Rates (based on a 4 hour rental)

*Rates are in effect until December 24, 2020.*

<b>SPACE</b>	<b>MAXIMUM CAPACITY</b>	<b>RATE (4 hours)</b>
<b>Large Events</b> (Main Cannery & East Wing) <i>*add Boiler House Theatre or Tank Farm Deck for \$50 more</i>	Stand up – 500 Seated dinner – 150	\$792.50
<b>Small Events</b> (East Wing & Fishing the West Coast Gallery)	Stand up – 200 Theatre Seating – 130 Seated dinner – 100	\$594.00
<b>Outdoor Events</b> (East Wing & Tank Farm Deck)	Stand up – 150 Seated dinner – 80	\$495.30
<b>Presentations &amp; Lectures</b> (East Wing & Boiler House Theatre)	Theatre seating – 50	\$495.30
<b>Full Cannery</b> (Main Cannery, East Wing, Tank Farm Deck, Boiler House Theatre)	Stand up – 600	\$942.50
<b>Private Parties</b> (Ice House)	Stand up – 40 Seated dinner – 25	\$247.65

Taxes are not applicable for rental rates but may be applied to incidentals.

A booking deposit of 25% of rental fee is due 30 days prior to event. 50% of this amount will be held as an administration fee if event cancelled.

### **Additional Costs**

- Damage Deposit - 100% of rental fee, refundable if no damage caused to building or contents during event
- Cleaning Fee – fees depend on size and scope of the event
- Extra Event Staff – additional staff required for events over 50 persons
- Exhibit or Equipment Moving Fees – charges based on special arrangements requiring extensive set up and/or removal of equipment or exhibits
- Equipment Rentals – folding chairs, tables and other equipment available to rent for additional cost

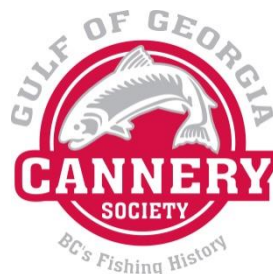
### **Site Restrictions**

- Because the building and much of the contents are historic artefacts, decoration and signage for events is limited to freestanding items. You may not attach decorations or signage to the walls or displays.
- There are no kitchen facilities. Caterers must have a mobile kitchen if you wish to prepare hot food.
- No open flame (i.e. candles) is allowed, with the exception of standard catering warming flames. Catering warming dishes must be on concrete portions of the floor, unless they are electric.
- Renter must obtain third party liability insurance, with a minimum \$2,000,000 loss payable per claim.
- Renter must obtain required permits and/or licenses if alcoholic beverages are to be served on site. Please see [www.pssg.gov.bc.ca/lclb/apply/special/](http://www.pssg.gov.bc.ca/lclb/apply/special/) for more information.

### **Contact**

Rob Hart, Operations Manager  
rob.hart@gogcannery.org  
604.664.9134

All proceeds support the non-profit



**Gulf of Georgia Cannery National Historic Site**  
**12138 Fourth Ave.**  
**Richmond, BC V5N 1S7**