



HERITAGE HALL

VANCOUVER • EST 1916

BALLROOM RENTAL INFORMATION

Our elegant ballroom features a neutral colour scheme, stained glass chandeliers, high ceilings, and large windows. The room is approximately 3,300 sq ft with a 300 sq ft serving-kitchen. Hall rentals include tables and chairs for 150 people, with a maximum capacity of 200 people. Renters may choose their own caterers or cater themselves. Our kitchen includes a double-sized stainless-steel fridge, a standard fridge with a small freezer, sinks, counter space, a microwave, a full-size convection oven (with five racks), a 100-cup coffee urn, and plenty of outlets. The kitchen does not include a stovetop, nor do we provide dishes, linens, or ice.

The hall is located at 3102 Main Street (at 15th Avenue) in Vancouver, ten minutes from downtown. Street parking is available, and we provide a neighbourhood map which shows all unregulated parking. We are wheelchair accessible.

Renters who are serving alcohol are required to purchase Event Liability Insurance including Liquor Liability in the amount of \$5.0 million adding Heritage Hall Preservation Society as an additional insured, as well as obtain a Special Event Permit/liquor license online from <https://justice.gov.bc.ca/lcrb/sep> (Renters may run their own bar.)

RENTAL RATES

MONDAY to THURSDAY

9 am - 5 pm **\$580**
6 pm - midnight **\$710**
9 am - midnight **\$1030**

FRIDAY & SUNDAY

9 am - 5 pm **\$840**
6 pm - midnight **\$1230**
9 am - midnight **\$1820****

SATURDAY (March to Dec)

9 am - midnight **\$3210****
SATURDAY (Jan & Feb Only)
9 am - midnight **\$2250****

****These prices**** include free set-up of Heritage Hall tables and chairs, all other set-ups are at a rate of **\$25/hour**. When available, early entry for evening rentals is **\$50/hour**. Add **\$150** to the above costs on statutory holidays. New Year's Eve rentals are \$3,500. **Renters hosting evening events must shut down their bar and turn-off all music at midnight, and be out of the hall by 1 a.m.**

PLEASE NOTE: to maintain our community friendly pricing, each rental requires one person (contact signatory) to take responsibility for all communication: in person, over the phone, and via email with Heritage Hall staff.

EQUIPMENT RENTALS

Heritage Hall has a portable stage and a portable screen available for rent.

PAYMENT DETAILS

Heritage Hall only accepts cheques, cash or e-transfer (We are non-profit, and are not required to collect PST or GST. Yay!)

Damage Deposit: A **\$200** damage deposit is required at the time of booking. This deposit will be held until after the event and returned, minus any charges, by cheque, within a month of your event.

Rental Deposit: A rental deposit is also due at the time of the booking. This amount will be subtracted from the rental amount that is due 30 days before the event. Saturday rental deposits are **\$1605**. All other rental deposits are **\$200**.

Cancellation: If a booking is cancelled six months before the event: 50% of the rental deposit, and 100% of the damage deposit will be returned. The remaining 50% of the rental deposit will be forfeited. If a booking is cancelled later than six months before the event, only the damage deposit will be returned. The entire rental deposit will be forfeited.

MUSIC ROYALTY FEES

If renters are playing any live or recorded music, we are legally required to collect and remit music royalty fees on behalf of SOCAN and RE: SOUND. These fees will be added to your rental fee.

SOCAN Fees (SOCAN is the Society of Composers, Authors and Music Publishers of Canada)

Live or recorded music with dancing: **\$66.66** or without dancing **\$33.31**

RE: SOUND Fees (RE: SOUND represents recording artists and record companies)

Recorded music with dancing: **\$27.96** or without dancing **\$13.96**

CONTACT US

Call us at 604-671-9356 or email heritage@heritagehallvancouver.ca to arrange a visit and discuss any event you may be planning.

HERITAGE HALL PRESERVATION SOCIETY is a non-profit charitable organization formed to restore and manage Heritage Hall

www.heritagehallvancouver.ca