

Science World British Columbia

TELUS World of Science

1455 Quebec Street

Vancouver, BC

Canada V6A 3Z7

telusworldofscience.com/vancouver

Charitable BN 10673 4809 RR0001

Science World British Columbia is a not-for-profit organization that engages British Columbians in science and inspires future science and technology leadership throughout our province.

CAN I PLACE A TENTATIVE HOLD ON THE RENTAL WITHOUT PAYING FOR IT?

We will hold your special day for two weeks from the date of your site visit. If we do not hear from you within that two week period, the date reserved will be released. However, should another client be interested in that date during the two-week holding period, we will contact you, as you have the first right of refusal. You will then have 48 hours, from the time of contact, to sign a contract to reserve that special date.

WHAT IS INCLUDED WITH THE GREEN ROOF RENTAL COST?

The rental includes:

- » The large tent
- » A podium with microphone and a portable speaker system
- » A hand wash station
- » Two, 10'x10' tents for the caterer to work under
- » Science World staff to oversee the event

NOTE: the duration of the rental is from noon to midnight—that includes set up, teardown and cleanup.

WHAT AM I RESPONSIBLE FOR?

You need to provide the officiant, planner, chairs, tables, catering, DJ, bartending, decorations, etc.

DO I NEED TO MAKE AN APPOINTMENT FOR A SITE VISIT?

Yes. All site visits need to be scheduled with our Sales Manager, Julio Guzman by phone at 604.443.7475 or by email at jguzman@scienceworld.ca. Please note that site visits are from 8:30am–4:30pm, Monday to Thursday only.

IS THE GREEN ROOF SITE CLOSED TO THE PUBLIC?

Yes, the site is closed to the public. However, the public does walk past the Green Roof when heading to the OMNIMAX® Theatre during our regular hours of operation.

CAN WE SUPPLY OUR OWN ALCOHOL?

Yes, you can supply your own alcohol for the event. Currently there is no corkage fee at our location. You will have to obtain a Special Occasions Liquor License that covers the time and date of the event. The only staffing stipulation with this arrangement is that the bartender(s) has to be from the same crew that is catering the event.

DO YOU HAVE AN IN-HOUSE CATERING SERVICE?

We work with caterers that we know will provide you with excellent service and who know our facility. Our website has a list of our preferred caterers.

It is fine if you prefer a company that's not on the list. We just ask that you not sign any agreements/contracts before the caterer is approved by Science World. All that means is that prior to providing you with a quote, the caterer is required to do a site inspection of the rented areas and working location and become familiar with all the logistics involved. This way, the catering quote will be complete and accurate.

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ARE THERE ANY OTHER FEES OTHER THAN THE RENTAL FEE FOR THE SPACE?

For possible additions to the rental and their related charges, please refer to page 3 of the rental rates document.

For dancing or background music, you will be charged the SOCAN and Re:Sound fees. These charges are based on the capacity of the spaces rented and not the number of people attending the event. Together, both fees are under \$200. For more information about these fees, please visit their websites at socan.ca and resound.ca.

GREEN ROOF

Socan: \$59.17
ReSound: \$26.63

EUREKA!

Socan: \$123.38
ReSound: \$55.52

All Socan & ReSound fees are subject to tax.

Should the event extend past midnight, additional hourly charges will apply. This includes any cleaning time. If you are renting gallery spaces, then you may incur other charges if exhibits had to be moved/relocated.

There is also a caterer user fee which is based on the type of service provided by the caterer (sit-down or stand-up reception). The fee will be assessed based on the projected number of people to be served as outlined in the contract. All caterers will be charged this fee. You can request for this fee to be included as part of the contract.

WHAT IS THE PAYMENT STRUCTURE?

The payment structure is as follows:

- » \$1,500 non-refundable deposit required on the day of signing your contract
- » 50% of the balance due six (6) months before your rental date
- » The final 50% (or balance amount) is due two (2) months prior to your rental date and must be accompanied by a security deposit of \$1,500

CAN WE DECORATE THE RENTED LOCATION?

You may decorate your rental space in any way that doesn't damage the room, fixtures or equipment contained within. If you wish to affix anything to any surface, you may **only** use Sticky TAC or equivalent putty. No tape, staples, tacks or any other fasteners are permitted on our facility. Please note that the application and cleanup of decorations must occur within your designated rental time.

CAN MY GUESTS SMOKE ON THE GREEN ROOF?

No. Smoking is prohibited on the Green Roof. This includes e-cigarettes. Any guests, who wish to smoke, will be directed outside the first floor entrance.

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WHAT ARE MY CLEANUP OBLIGATIONS?

- » Removal of all decorations and debris on the walls and floors. This includes, but is not limited to, flowers, trimmings, place cards and napkins
- » Wipe down of countertops and tables where food and beverages have been served
- » Place all garbage and recycling in the bins provided
- » Take empty beverage containers with you

CAN I RENT PAST MIDNIGHT?

Yes. All rentals can be extended beyond midnight for an additional fee and will be assessed on an hourly basis. Currently the rate is \$615 + GST per hour, or portion thereof.

HOW BIG IS THE SPACE UNDER THE GREEN ROOF TENT?

The tent is 45'x50' which covers an area of 2,250 sq/ft. The tent can comfortably fit 170 guests for a sit-down dinner. The final set-up will be discussed with the caterer/event planner.

IS THERE ELEVATOR ACCESS TO THE GREEN ROOF?

The Green Roof is located between the second floor and the OMNIMAX level. Guests may access the Green Roof via a 100m ramp up from the second floor, or via the elevator to the OMNIMAX level and then down a ramp 100m, to the Green Roof.

ARE THERE ANY SOUND RESTRICTIONS AT NIGHT ON THE GREEN ROOF?

Being an outdoor space, we have to follow the City of Vancouver Noise Control By-Law No. 6555, which takes effect at 10pm. The sound level must not exceed 65 decibels from a point of reception within an intermediate, activity or event zone and 50 decibels from a point of reception within a quiet zone. We take every precaution to eliminate the risk of complaints from our neighbours.

IS WIRELESS INTERNET AVAILABLE ON THE GREEN ROOF?

Yes. However, the wireless connection on the Green Roof can be spotty at times. We recommend a wired connection. There are network ports available on the Green Roof.