

**SCIENCE WORLD**

1455 Quebec Street  
Vancouver, BC  
Canada V6A 3Z7

t 604.443.7474

f 604.443.7430

w scienceworld.ca

The Green Roof Terrace is our tented outdoor space situated on the rooftop of Science World and features breathtaking views of False Creek, the surrounding neighbourhoods and the local mountains. The space includes a main tent, surrounded by patio space and lush greenery. Please review the information below for answers to the most commonly asked questions about renting the Green Roof Terrace.

**WHEN IS THE GREEN ROOF TERRACE AVAILABLE FOR RENT?**

The space is usually available for rent from late March through early October.

**WHAT IS INCLUDED WITH RENTAL OF THE GREEN ROOF TERRACE?**

The rental includes:

- The main 45-ft by 50-ft tent
- A portable speaker system with your choice of a podium microphone or wireless handheld microphone on a stand.
- Wi-Fi for all guests building-wide
- Science World staff at your event from setup to teardown based on the areas rented and number of guests.
- A 15-ft by 15-ft pop-up tent and up to 4 6-ft rectangular tables

Your caterer will also be able to access a handwashing station.

**WHAT IS NOT INCLUDED WITH RENTAL OF THE GREEN ROOF TERRACE?**

The rental does not include food and beverage services, furniture and rentals, décor and personal effects, entertainment such as a DJ or photo booth, photographer or videographer, officiant and planner or day coordinator.

**CAN I PLACE A TENTATIVE HOLD ON THE RENTAL?**

Yes, we will be able to place a tentative hold for the available date of your choice for two weeks, from the date of your request. If we do not hear from you within that two-week period, the tentative hold will be released without notification.

In the event that another client is interested in the same date that you have as a tentative hold, we will contact you, as you are entitled to the first right of refusal. You will then have 48 hours from the time of contact to proceed with the rental or forfeit the date to the other client.

**CAN I SCHEDULE AN APPOINTMENT FOR A SITE VISIT?**

Absolutely! We are usually available for site visits from 8:00 am – 4:00 pm, Monday through Thursday. Please contact us at [facilityrentals@scienceworld.ca](mailto:facilityrentals@scienceworld.ca) to schedule a convenient time for your site visit.

**IS SMOKING PERMITTED ON THE GREEN ROOF TERRACE?**

Although outdoors, smoking or the use of e-cigarettes is not permitted in all areas of the Green Roof Terrace.

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**WHAT IS THE STANDARD RENTAL TIME INCLUDED WITH THE RENTAL RATE OF THE GREEN ROOF TERRACE?**

Access to the Green Roof Terrace begins at noon on the day of your event and ends at midnight, inclusive of all set-up and clean-up. Access prior to noon or after midnight is subject to our approval. Please note that additional hours after midnight are assessed on an hourly basis at \$800 + GST per hour.

**HOW BIG IS THE SPACE UNDER THE MAIN TENT?**

The main tent measures 45-ft by 50-ft, which covers an area of 2,250 sq/ft. The main tent can comfortably accommodate 140-160 guests with banquet style seating, 160-180 guests with theatre style seating and 180-200 guests for a standing reception. Actual guest numbers may vary depending on the layout of your event.

**IS THE GREEN ROOF TERRACE ACCESSIBLE VIA ELEVATOR?**

While there is no direct access to the Green Roof Terrace via elevator, we encourage guests with disabilities and mobility challenges to access the space via a 100m ramp from the second floor in an upward direction or via a 100m ramp from the fifth floor in a downward direction. Access to the second floor and fifth floor is available via elevator from the first floor.

**ARE THERE ANY NOISE RESTRICTIONS APPLICABLE TO THE RENTAL OF THE GREEN ROOF TERRACE?**

As an outdoor space, we are obligated to abide by the City of Vancouver Noise Control By-Law No. 6555, which takes effect at 10pm nightly. 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. As a result, we do not permit DJs, bands, or other sources of loud music on the Green Roof Terrace after 10pm.

**IS INTERNET ACCESS AVAILABLE ON THE GREEN ROOF TERRACE?**

Yes. Wi-Fi is accessible on the Green Roof Terrace by connecting to the #TELUS network on your device. There are also network ports available should you require a wired connection.

**CAN I BRING AN EXTERNAL CATERER TO PROVIDE FOOD AND BEVERAGE SERVICES FOR MY EVENT?**

Science World maintains a list of preferred caterers. Caterers outside this list servicing your event at our venue is subject to our approval. Regardless of the caterer hired, a Caterer's User Fee will be assessed based on the number of guests being served and the type of service provided.

**CAN I SUPPLY MY OWN ALCOHOL?**

You may obtain your own alcohol. We do not charge a corkage fee for alcohol served at our venue. However, you, the client, must apply for and be issued, the Special Event Permit (liquor license) for your event. In addition, licensed bartenders from your caterer or other reputable service must be hired to serve at your event. Under no circumstances should guests be served by family and friends or themselves. All conditions of the Special Event Permit must be adhered to for the duration of the event.

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**CAN WE DECORATE THE AREA UNDER THE MAIN TENT?**

You may decorate the space in any way that does not damage the property or the fixtures and equipment contained within it. If you wish to affix anything to any surface, you must use an adhesive that does not damage or leave a residue on the surface.

In addition, we do not permit helium balloons, glitter and open flames such as fireworks and sparklers. Lit candles are permitted as long as they are contained in a candle holder, vase or other similar container.

**WHAT IS THE PAYMENT STRUCTURE?**

Schedule of payments is as follows:

- \$2,000 non-refundable security deposit, due on signing.
- 50% due six months prior to the event.
- 50% due two months prior to the event.
- \$2,000 damage deposit for incidentals, due two months prior to the event.

The damage deposit covers any incidentals incurred during your event. It is fully refundable (or portion thereof) within 10 business days after the event.

We accept credit cards (Visa, MasterCard, American Express) online and over-the-phone, cheques payable to ASTC Science World Society and electronic funds transfer.

**WHAT ARE THE SOCAN AND RE:SOUND FEES FOR RENTALS OF THE GREEN ROOF TERRACE?**

The Society of Composers, Authors and Music Publishers of Canada requires users of music to obtain a SOCAN licence to perform or authorize others to perform, copyright music in public. The SOCAN fee for rental of the Green Roof Terrace is \$63.49 + GST.

The Re:Sound Music Licensing Company is a Canadian not-for-profit music licensing company dedicated to obtaining fair compensation for artists and record companies for their performance rights. The Re:Sound fee for rental of the Green Roof Terrace is \$26.63 + GST.

**DO YOU REQUIRE EVENT LIABILITY INSURANCE?**

Yes. A copy of the Certificate of Insurance in accordance with the rental contract, which includes naming Science World as an additional insured for the duration of the event, is required to be obtained for your event.