

MACLAREN**ART**CENTRE



Facility Rental Package

Image Credit: Volker Secling
Architecture Credit: Hariri Pontarini

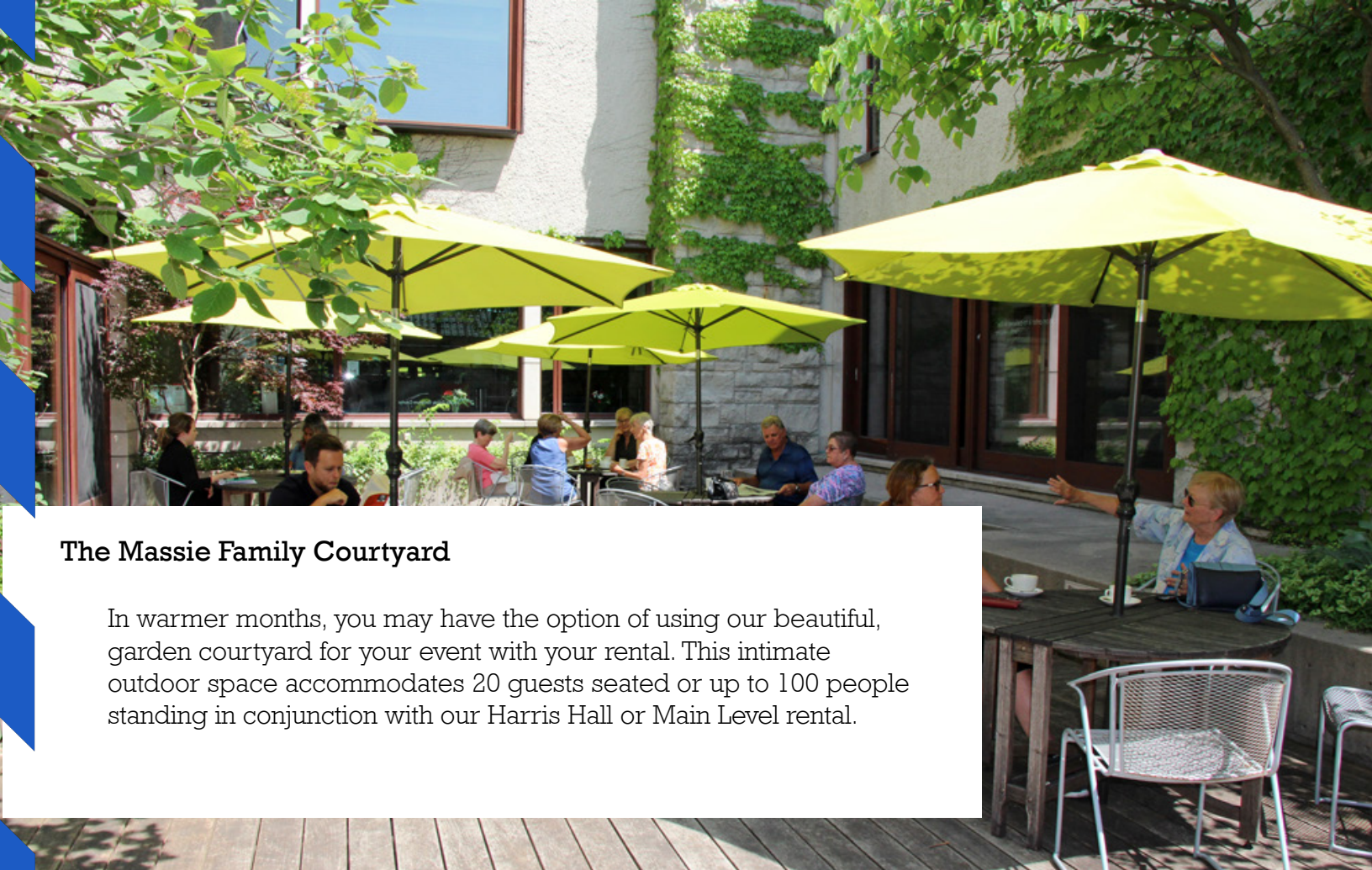


In choosing the award-winning MacLaren Art Centre as the venue for your event, you begin with the perfect canvas. With its high ceilings, natural light and beautiful windows, the impressive Carnegie Room provides the perfect backdrop for wedding ceremonies, corporate receptions and holiday parties. With access to our garden courtyard and the Gallery Café, the MacLaren's attractive main floor is ideal for cocktail parties, showers, ceremonies and smaller receptions. Our Rotary Education Centre provides an ideal location for business meetings and presentations. You can also book a children's birthday or adult art party and spend an engaging afternoon at the MacLaren enjoying a hands-on workshop in our fully equipped studio space.

Along with your booking we are pleased to offer professional, courteous service throughout the process. With over a decade of event management experience, our staff works closely with you to ensure your expectations are met.

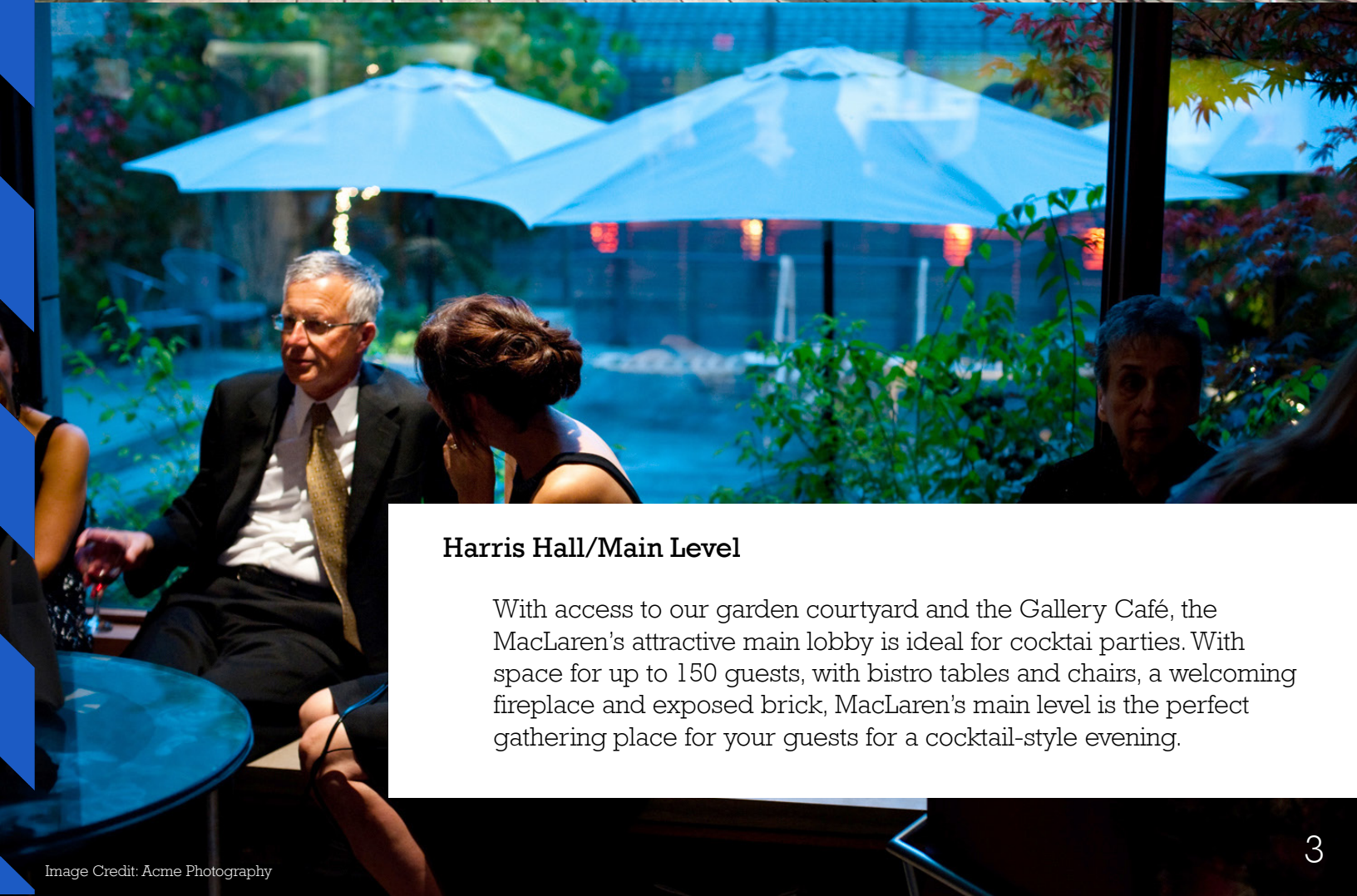
In booking with the MacLaren, you not only get a gorgeous venue, you receive many other services that enhance your experience, some of which are already included in the price of booking the venue. Please take your time to read through this information and let us know how we can do more for you. The MacLaren Art Centre is a registered charity and by booking with us you are making a difference in your community and helping ensure the arts in Barrie continue to thrive.

Event Services



The Massie Family Courtyard

In warmer months, you may have the option of using our beautiful, garden courtyard for your event with your rental. This intimate outdoor space accommodates 20 guests seated or up to 100 people standing in conjunction with our Harris Hall or Main Level rental.



Harris Hall/Main Level

With access to our garden courtyard and the Gallery Café, the MacLaren's attractive main lobby is ideal for cocktail parties. With space for up to 150 guests, with bistro tables and chairs, a welcoming fireplace and exposed brick, MacLaren's main level is the perfect gathering place for your guests for a cocktail-style evening.



The Carnegie Room

Our Carnegie Room, a transformed 1917 Carnegie Library is an inviting architectural gem with magnificent windows and gorgeous brick archway. This space is ideal for up to 150 guests seated or 200 cocktail-style.

Image Credit: Acme Photography

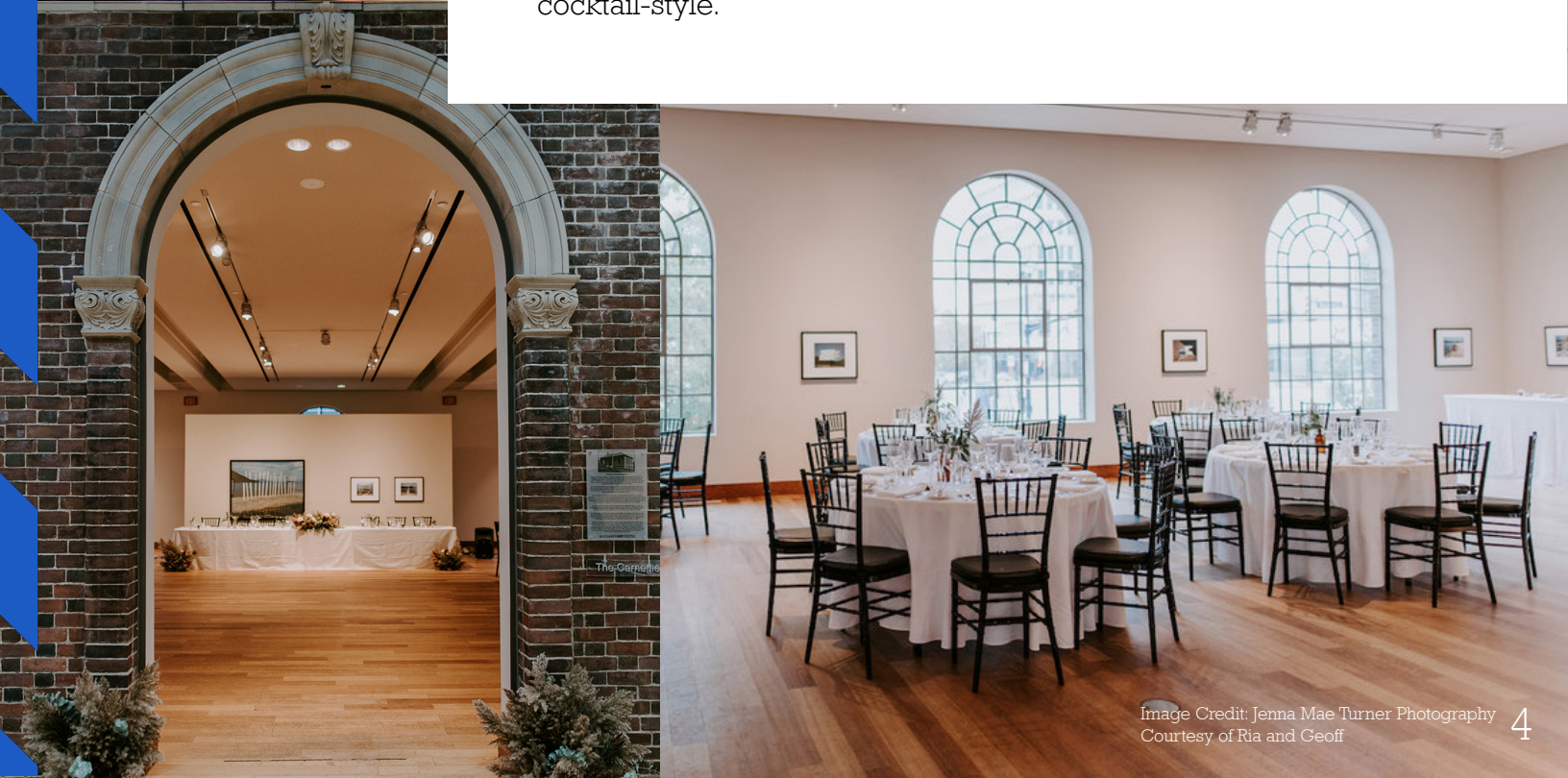


Image Credit: Jenna Mae Turner Photography
Courtesy of Ria and Geoff

Price List

The Space	Ideal for	Capacity	Set up	Mon-Thurs Rental Price	Fri / Sat Rental Price
Carnegie Room: Includes Massie Family Courtyard, Harris Hall and the Gallery Café* To be booked no more than 60 days in advance	Weddings, corporate events and large receptions	150 guests seated; 200 cocktail style	The Carnegie Room is available for set up from 10 am the day of the event, set up outside Carnegie Room begins after the building is closed to the public**	\$1250	\$2500
Main Level: Includes Harris Hall, Rotary Education Centre, Massie Family Courtyard and Gallery Café*	Cocktail parties, receptions, showers, book launches, etc.	Up to 150 guests cocktail style; number of seated guests depends on configuration	The Main Level is only available for set up once the MacLaren is closed to the public**	\$675	\$1250
Harris Hall: Includes Massie Family Courtyard and Gallery Café	Cocktail parties, receptions, showers, book launches, etc.	Up to 100 guests cocktail style	Harris Hall is only available for set up once the MacLaren is closed to the public**	\$550	\$975
Rotary Education Centre	Meetings, film screenings, classes, etc.	Up to 70 stadium style seating; 40 seated	Set up for Education Centre rentals is negotiated on a by-event basis, depending on the schedule of internal programmes and activities. When booking, please let us know how long you need for set up and tear down.	\$250 up to four hours (including set up time) \$500 for four to eight hours (including set up time)	\$250 for less than four hours (including set up time) \$500 for four to eight hours (including set up time)

Prices are subject to change.

*Use of the courtyard is weather dependent

** The MacLaren Art Centre closes to the public at 5 pm on Monday, Tuesday, Thursday and Friday, 7 pm on Wednesdays and at 4 pm on Saturday and Sunday

Booking Guidelines and General Information

Booking

Our Event Services team will provide the preliminary facility tour and handle the booking of the event. We are available to answer your questions throughout the planning process. Just ahead of the date, we will meet with you to go over the details. On the day of the event, a staff member will be on site to manage receiving rentals and field inquiries. A courtesy hold may be placed on a date by request, though the date will not be confirmed without a 50% deposit. If we do not hear from you within 30 days of the hold being placed, or a deposit has not been put down the hold will be considered void.

Please be aware that our Facility Rental Bookings Coordinator is not a Event Coordinator, we recommend that you hire an Event Coordinator for your planning and correspondences if you feel necessary.

Decor

As the MacLaren Art Centre is first and foremost a museum, there are certain decor regulations that must be met to protect both the facility and our permanent collection onsite. The MacLaren does not permit any article to be fastened onto the walls, electrical fixtures or floor. The use of tape, nails, tacks, screws, or any tools, which could mark the floors, walls or ceilings is prohibited. Absolutely no open flame, balloons, confetti or decorative glitter is permitted in the building and courtyard or on the grounds. A cleaning charge of \$150 (minimum) will be levied against parties who ignore these rules. The Gallery does not permit any potted plants; only cut greenhouse flowers. Special effects must be approved by the MacLaren Art Centre before the event.

Food and Beverage

The MacLaren Art Centre is a fully licensed establishment. We have an experienced team of bartenders that ensure the evening goes smoothly. Standard bar staff are included in the price of the rental, and you decide how you want the bar to be run—cash, open, tickets, toonie. Plus, we carry a nice selection of beers, wines and liquors to suit a variety of tastes. The Gallery Café also offers a delightful assortment of breakfast, lunch and appetizer options for facility rental clients looking for catering. Catering options are also available for pick up. For catering options not available through the Gallery Café, the client is able to bring in outside catering from our list of pre-approved caterers.

Please note that only cut flowers from a professional florist are permitted in the building.

Other Fees

Party Alcohol Liability Insurance, Entandem Music Licensing Fees may be applicable. ***See contract for more information.***

Booking Guidelines and General Information

Scheduling

The MacLaren Art Centre is pleased to accommodate events once we are closed to the public, after 5 pm on Monday, Tuesday, Thursday and Friday, 7 pm on Wednesdays and after 4 pm on Saturday and Sunday. The Carnegie Room available is for set up from 10 am the day of the event; however set up outside the Carnegie Room must begin after the building is closed to the public. No art in the Carnegie Room can be blocked from view during Gallery hours. During your event the bar closes at 1 am, unless an earlier time is requested.

What's included

- Set up and tear down of chairs and tables, including: 150 black chivari chairs; 16 60-inch round tables; up to three rectangle tables measuring 5ft x 2.5ft and up to six rectangle tables measuring 6ft x 2.5ft
- Completely wheelchair accessible facility
- Use of loading dock and large elevator for ease of loading and unloading
- Washrooms located on every floor

Please refer to the Facility Rental Contract for a complete list of the MacLaren's policies, specifically those related to food and beverage service and set up and décor.

Additional Services

In addition to our beautiful facility, we invite you to enjoy all of the services the MacLaren has to offer.

Art Tours

Take advantage of the Gallery and arrange to have your guests tour the MacLaren's Gallery spaces. Tours are 45 minutes in duration for a \$30 fee. Please note no food or drinks are allowed on the tour. Please book beforehand.

Corporate Gifts

Allow our Gallery Shop manager to take you on a private tour of the Gallery Shop. This inspired retail space hosts over 100 Canadian artisans, most of which are local. Many options, including the MacLaren's own *Spirit Catcher* branded merchandise, can be arranged for large gift giving opportunities.

Framing Services

Conclude your event day with beautifully-framed photographs. Using quality materials and museum standard service, MacLaren Framing Services offers professional and efficient service for all customers.

Art Rental and Sales Programme

The MacLaren's Art Rental and Sales Programme offers limited edition prints, drawings and photographs by local, regional and national artists in a wide range of styles to suit any space and budget.

Approved Caterers

As the MacLaren Art Centre is an art museum, to protect the artworks on display as well as our permanent collection, we ask that you choose from our list of pre-approved caterers. These caterers know how to best work in the space and have proven on a regular basis to respect and keep our heritage building in good order. Though we provide a room for caterers to use, we do not have a full-service kitchen onsite and we do not provide any equipment. The caterers listed below offer a variety of high quality menu options along with great service.

Cravings Fine Food
705 - 734 - 2272 | cravingsfinefood.ca

Michael & Marions
705 - 721 - 1188 | michaelandmarions.com

Casal Catering
705 - 735 - 2727 | casalcatering.ca

Common Good
705 - 734 - 2227 | commongood.cafe

Holly's Sweets and Eats
705 - 735 - 3366 | hollyssweetsandeats.com

Wildwood Hospitality & Catering
705 - 727 - 3772 | wildwoodhospitality.com

Liberty North
705 - 728 - 3877 | libertynorth.ca

Catering by Colin
705 - 726 - 3755 | cateringbycolin.com

Recommended Vendors

Please refer our list of recommended vendors below. You can choose from these vendors or select outside vendors for your flowers, décor, photography and DJ services. Please ensure that if you choose vendors outside of this list, that you send them a copy of our contract to review our policies on set up, take down, and décor.

Florals and Event Design

Art in Bloem
705 - 309 - 1950 | artinbloem.ca

Rentals and Decor

Elite Party Rentals and Decor
705 - 722 - 6030 | elitepartyrentals.ca

Photography

Jennifer Klementti Photography
705 - 719 - 9769 | jenniferklementti.com

Rowell Photography
705 - 321 - 1102 | e.r@rowellphoto.com

Acme Photography
705 - 321 - 1505 | acmephotographic@gmail.com

DJ

Keep them Dancing
705 - 722 - 6469 | keepthemdancing.com

Places to stay

Best Western Plus Barrie **Recieve 10% off**
35 Hart Drive Barrie ON L4N 5M3
Melissa Heslop | Director of Sales
705 - 721 - 4848 | melissa@bwplusbarrie.com

Bar Menu

*All prices and availability are subject to change at anytime

Currently, bar prices range from \$5-\$7.50 (tax in):

Domestic Beer - \$6.25 (Coors Light, Creemore, Steamwhistle)

Premium Beer - \$6.75 (Corona, Stella, Heineken)

Wine by the glass \$7.50

Liquor drinks \$5.50 (Tanqueray Gin, Stoli Vodka, Wiser's Rye, Bacardi White Rum, Sailor Jerry's Spiced Rum)

Scotch \$6.75(Glenfiditch 12 yr) Premium Scotch \$10 Somersby \$6.75

Palm Bay \$6.50

Mott's Caesar's \$6.75 Pop/Juice \$1.50

House Wine:

Peller Estates Cabernet Merlot \$9 per bottle

Peller Estates Chardonnay \$9 per bottle

* Any additions to the bar menu must be made with the Facility Rental Coordinator no later than 4 weeks prior to the event date.

** No outside drink allowed. All alcohol must be purchased under the MacLaren Art Centre's license. All non-alcoholic drinks will be provided at the bar.

Any additions or changes to the bar must be discussed with the Facility Rental Coordinator. Additions to the bar must be made a minimum of 2 weeks prior to the event and must be available for order through the LCBO. All alcohol must be bought under the MacLaren Art Centre's Liquor License.

MacLaren Catering Menu

*All prices and availability are subject to change at anytime

\$5.95 per person (cold only)

Assorted Cheese Tray with grapes and crackers
Goat Cheese Dip with Kalamato and Green Olives & Balsamic Dressing,
served with baguette Taco Mountain
Fruit Tray Assorted Dessert Squares

\$7.95 per person (hot and cold)

Assorted Cheese Tray with grapes and crackers
Fruit Tray Taco Mountain
Hot Spanakopita (spinach and feta cheese in phyllo pastry) Mini Quiche
Meatballs & sauce

\$9.95 per person (hot & cold)

Assorted Cheese Tray with grapes and crackers
Goat Cheese Dip with Kalamato and Green Olives & Balsamic Dressing,
served with baguette Fruit Tray
Taco Mountain
Hot Spanakopita (spinach and feta cheese in phyllo pastry)
Mini Quiche
Springrolls and plum sauce
Meatballs & sauce
Assorted Dessert Squares

Please note these menu options are laid out as cocktail style hors d'oeuvres. Quantities for hot food are 5 pieces per person. If you would like meal options, please inquire. Limitations for catering are 50 people or less, schedule dependent.