

THE FORT COMMON

2024 EVENT GUIDE



EMMA ROSSUM PHOTOGRAPHY



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COMMON

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FOR MORE INFO, VISIT:



FORTCOMMON



[FACEBOOK.COM/FORTCOMMON/](https://facebook.com/fortcommon/)



[FORTPROPERTIES.CA/THEFORTCOMMON](https://fortproperties.ca/thefortcommon)

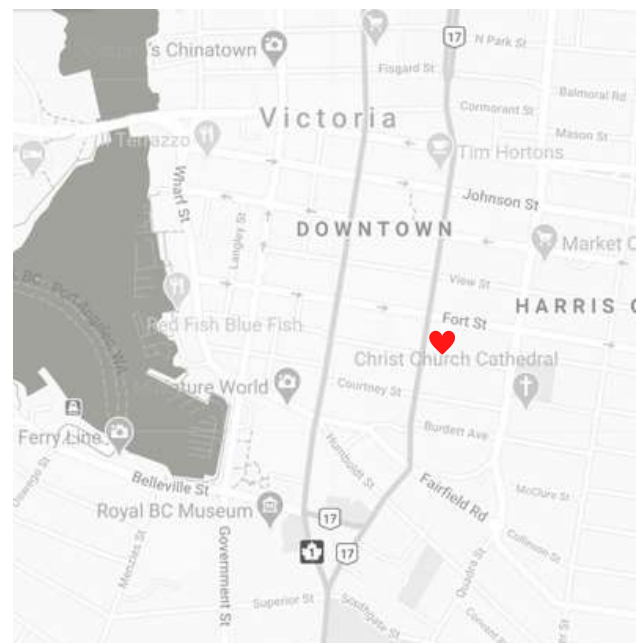


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about THE FORT COMMON

The Fort Common is a seasonal, publicly accessible urban oasis open from May through September for all to enjoy. The Common is host to weddings and other full-day events on Saturdays, as well as small scale events on Monday, Tuesday and Wednesday nights during the summer season.

The Fort Common can be accessed via a beautiful brick alleyway off of Blanshard Street, and a wood slatted walkway off of Broughton Street.



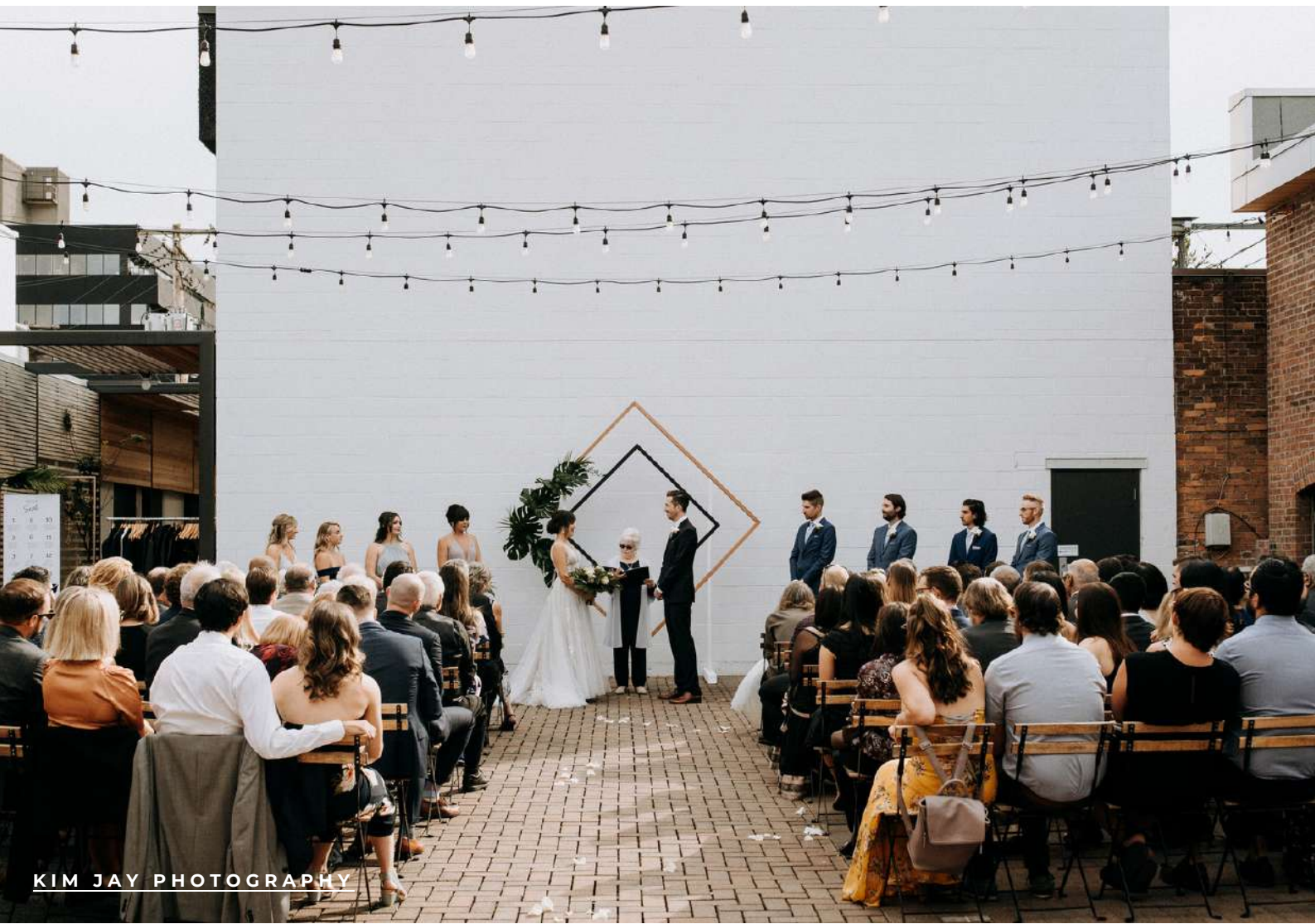
Weddings AT FORT COMMON

Couples are invited to host their special day on Saturdays during our season - May through September.

Host couples enjoy flexibility with service providers, decor and catering. The Fort Common does not offer packages - your wedding day should be as unique as you, and to facilitate that, we allow host couples to work with their wedding planner to find all the right fits for their big day.

Consider us as your blank canvas!

For more information or to arrange a tour, please email us at events@fortproperties.ca



events AT THE FORT COMMON

The Fort Common is the perfect venue for celebrations, corporate events, and other gatherings. We offer bookings of up to 5 hours on Monday, Tuesday, and Wednesday evenings from 5 PM to 10 PM.

Weekend events are subject to the full day rate.

Bookings are considered on a first come, first served basis. Please note that not every event is suitable for the Fort Common.

MEETINGS

CORPORATE EVENTS

BIRTHDAY PARTIES

JUST-BECAUSE CELEBRATIONS

For more information or to arrange a tour, please email us at events@fortproperties.ca



OUR *policies*

RENTALS

Access to the Fort Common is limited to the agreed upon time listed in the contract. Please keep this in mind when arranging for rental deliveries and set up. Furthermore, we ask that all rentals, including tents, glassware and tables, are removed by the end of your contracted rental time. Failure to have rentals picked up by the designated end time may result in an overage charge back to you for time incurred by our facilities team.

DECORATIONS

The Fort Common will happily provide bistro-style tables and chairs for 75 people, and overhead string lighting. You are welcome to bring in, set up, and take down whatever decorations you wish; however, we kindly ask that you refrain from using confetti, rice and single use balloons in the space.

CAPACITY

(layout dependant)

Seated Event: approx. 150
Cocktail Event: approx. 180

INSURANCE

Renters must obtain an approved event insurance policy, further outlined in the booking contract. Proof of insurance must be provided to Fort Properties 30 days prior to the event.

CLEANING

Hosts are responsible for removing all garbage, recycling and other waste from the Fort Common facility following the event. On-site disposal is not available.

WEATHER

The Fort Common is an outdoor venue with no interior space available. We make no guarantees regarding weather, and cannot account for weather. Due to the island's unpredictable summers, we recommend that you consider tenting for your event, particularly for events in May, June and September.





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fees & DEPOSITS

*The following rates are in effect for May 2024 - September 2024
All rates are subject to GST. Dates are subject to availability.*

Weekday Events (M,T,W) (up to 5 hours access) - \$1,700*

**Weekend Events (Sat) (all day access 10:00am - 11:59pm - \$4,200*
+ following day access until 10:00am for vendor item removal)**

Rates include private access to the Fort Common, bistro-style tables and chairs for 75 people, one dedicated parking stall, washroom access (2 stalls), use of power, and overhead string lighting.

A non-refundable deposit is required to reserve the Fort Common. All remaining fees are payable 30 days in advance of the event. Deposits and fees are non-refundable.

EVENT *coordination*

PLANNERS

In order to ensure that your event goes off without a hitch, all events at the Fort Common **MUST** employ an approved event planner.

We are pleased to partner with some of Victoria's best event planners and have provided a list of our pre-approved partners below:

- [Heyday Events](#)
- [The Good Party](#)
- [French Kiss Events](#)
- [Rock Paper Square](#)
- [Rad Occasions](#)
- [Borrowed & Blue Events](#)
- [Details Planning & Event Design](#)
- [Function Design House](#)

LIVE MUSIC

Due to electrical capacity and proximity to adjacent businesses, not all live music is suitable for the Fort Common. Musicians performing acoustically or with a basic sound set up may be approved; however, more involved live music such as rock bands, big bands (i.e. brass, polka) or musicians whose setup needs are complex, are less suited for the Fort Common.

Please connect with us **before** putting down a deposit for a musician or DJ, in order to confirm that they will be a good fit for the space.



WE LOOK FORWARD
TO WORKING WITH

you!

CONTACT US AT
EVENTS@FORTPROPERTIES.CA

FORTPROPERTIES.CA



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