



## GALLERY SPECIFICATIONS AND INFORMATION

### Measurements

- 17' W x 47' L x 9'3" H
- 800 square feet
- 9' movable wall

### Capacities

- 100 reception style
- 70 theatre style
- 35 classroom style

### Gallery Hours

Monday – Saturday 11:00am – 7:00pm  
Sunday 11:00am – 6:00pm

*\*\*Hours subject to change due to Public or Civic Holiday*

### Planning and Logistics

The rental of the gallery space does not include additional equipment rentals, staff, promotion, or food service; the exhibition organizer must engage providers of these services.

### Audio/Visual/Lighting

We have projectors with standard VGA cables and speakers available. You may also make your own arrangements for A/V equipment; we can provide you with industry contacts of reputable companies.

### The Bar and Catering

Provincial regulations state that the client must possess a Special Occasion Permit available through the Liquor Control Board of Ontario, prior to the event. There are three ways to handle your bar: 1) obtain your own permit and alcohol, 2) have us manage it, or 3) have caterers provide you with a full bar and permit for a small corkage fee.

### Parking

For your guests, pay to park service is available on the street and in several nearby parking lots. We do not have dedicated parking spots available.

### Contact

Please feel welcome to contact our Facilities Manager, Nicole McNamara, at [nicole@function13.ca](mailto:nicole@function13.ca) with any questions.