

The Maritime Labour Centre



SESSIONS:

DAY SESSION 8 HR: 8A-4P

EVENING SESSION 8 HR: 5P-1A

NOTE: PRICING IS PER SESSION

AUDITORIUM: \$1000 CAD

DAY SESSION

AUDITORIUM: \$1500 CAD

EVENING SESSION

Coffe, Tea Service: \$70 CAD

per 30 people

provided two times per session

CONFERENCE ROOM

OR

BOARDROOM 5+6+7

\$350 CAD

PER ROOM

DAY (OR) EVENING SESSION

BOARDROOM 1

OR

BOARDROOM 3

PER ROOM

\$200 CAD

The Maritime Labour Centre



BOARDROOM 2

OR

BOARDROOM 5

OR

BOARDROOM 6

OR

BOARDROOM 7

PER ROOM

\$150 CAD

DAY (OR) EVENING SESSION

BOARDROOM 5+6

OR

BOARDROOM 6+7

\$250 CAD

PER ROOM

DAY (OR) EVENING SESSION

INVOICE

Invoice for the venue rental charges will be provided at the time of booking

PAYMENT

- 5% GST additional on venue rental charges
- 50% deposit required at the time of booking to guarantee the booking and remainder 50% one (1) week prior to the day of the event
- Only cheque payments are accepted
- Cheques can be dropped off in person or via mail.
- CANCELLATION two (2) weeks prior to the day of the event

The Maritime Labour Centre



Notes:

- Venue rental timings can be flexible as per availability
- Chairs and tables are provided as part of the venue rental and will be arranged in the venue as per your seating style requirement prior to the event
- Movable Stage included in the Auditorium
- AV equipment/podium/flip chart boards/kitchen usage/storage space available on request as per availability
- Coffee, Tea, Bar Service can be provided at an additional charge as per your requirement
- Catering pricing to be coordinated with Lens Catering directly
- Our Auditorium can be divided into two large parts - main part with high ceiling and breakout rooms part. The break out rooms part consists of 4 small board rooms that can be partitioned into individual boardrooms - 4, 5, 6, 7. Boardroom 4 is used as a storage room and Boardroom 5, 6 and 7 are operational.

The Maritime Labour Centre



Maximum Seating Capacity:

Theatre style:

Auditorium: 700

Boardroom 1: 50

Boardroom 2: 20

Boardroom 3: 50

Boardroom 5: 20

Boardroom 6: 30

Boardroom 7: 40

Boardroom 5+6+7: 70

Conference room: 60

INVENTORY IN HOUSE:

Step Ladders: 02 no.s (6ft and 10ft)

Chairs: 450 no.s

Big Round Tables: 30 no.s

Small Round Tables: 05 no.s (48 in diameter)

Rectangular Tables: 40 no.s (8ft x 30 in)