



**MACKENZIE
ART GALLERY**

FACILITY RENTALS



FACILITY RENTALS

Let the MacKenzie make your next event work of art! With seven gracious spaces available, the MacKenzie Art Gallery provides a one-of-a-kind setting for meetings, celebrations, and other events.

Located in Wascana Park, the Gallery offers the best of both worlds with access to walking trails and bike paths, as well as proximity to Regina's vibrant downtown core. Every reservation at the MacKenzie helps to support the Gallery's renowned public programs and exhibitions, giving back to our communities in Regina and across the province

For more information on facility rentals, please contact:

events@mackenzieartgallery.ca
(306) 584-4250, extension 4259

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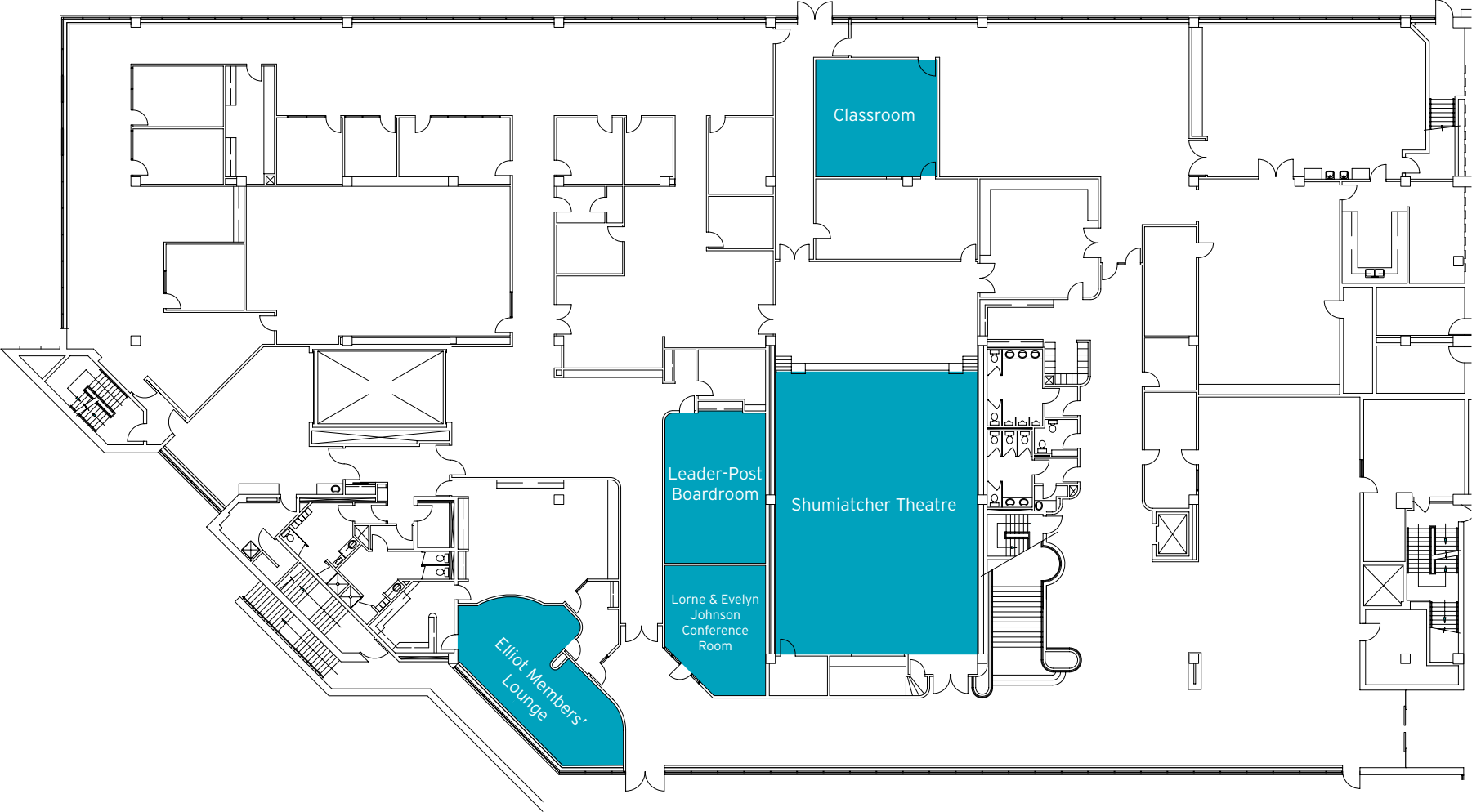
HOURS OF OPERATION

Monday, Wednesday, Friday, Saturday - 10:00 am to 5:30 pm
Tuesday - Galleries Closed | Gallery Shop Open 10:00 am to 5:30 pm
Thursday - 10:00 am to 9:00 pm
Sunday & Holidays - 12:00 pm to 5:30 pm
Administration - Monday to Friday, 8:30 am to 4:30 pm

3475 Albert St Regina, SK S4S 6X6
www.mackenzieartgallery.ca

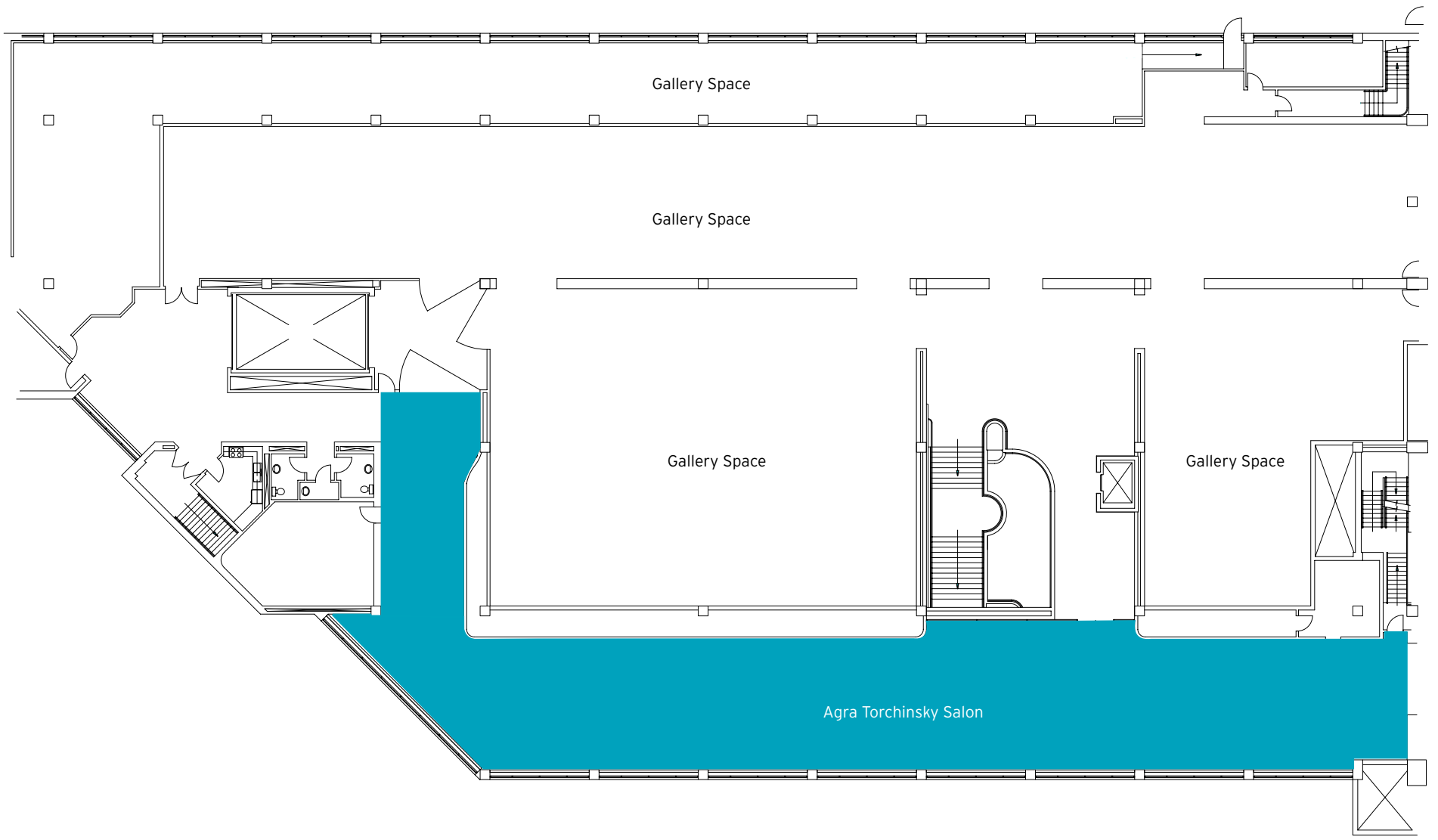
Floor Plan

Main Floor



Floor Plan

Second Floor





Capacity

Dinner	175
Reception	250

Rate

Regular	\$850
Not-for-Profit	\$640

Includes security until 10 PM. Each additional hour after 10 PM is \$100 per hour. **All prices are subject to change.**

Agra Torchinsky Salon for Event

Large picture windows illuminate the room with natural light, offering a striking view of the pines and green space at the Gallery's entrance. The Agra Torchinsky Salon is a long, light filled space with endless entertaining possibilities. Ideal for weddings, corporate receptions, galas and more. There is an adjacent private kitchen with a commercial warming oven and walk-in cooler, perfect for your catering needs.



Capacity

Meeting 50

Rate

Regular \$300

Not-for-Profit \$225

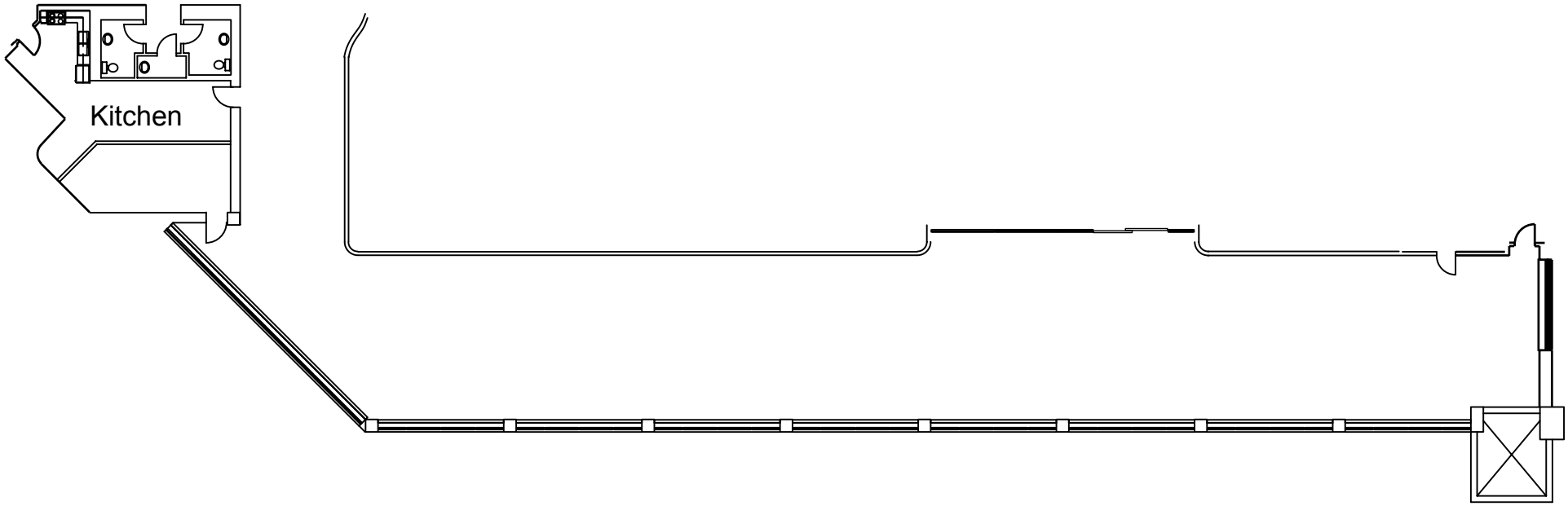
Available during regular Gallery hours. For access before or after hours please refer to our hourly security fee of \$100. For events over 50 people please contact us for a quote. **All prices are subject to change.**

Agra Torchinsky Salon for Meeting

Get your meeting out of the boardroom and into a space perfectly suited for inspired ideas and planning sessions. Your attendees will be more engaged and creative when energized by the natural light on the gallery level of the MacKenzie.

Floor Plan

Agra Torchinsky Salon





Capacity

Meeting 20

Rate

Regular \$200

Not-for-Profit \$150

Available during regular Gallery hours. For access before or after hours please refer to our hourly security fee of \$75. **All prices are subject to change.**

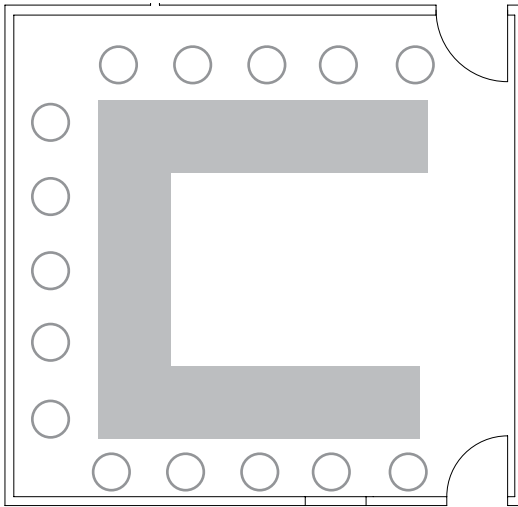
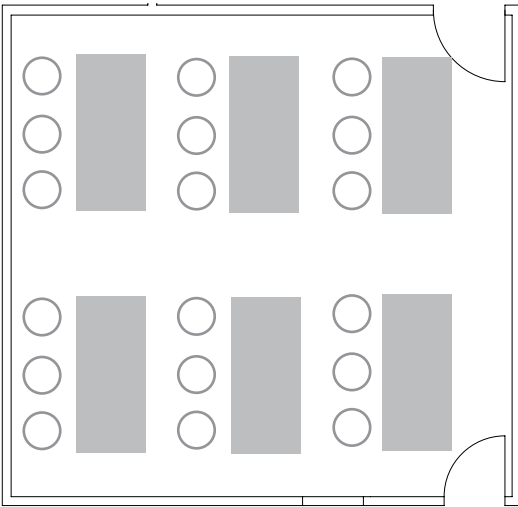
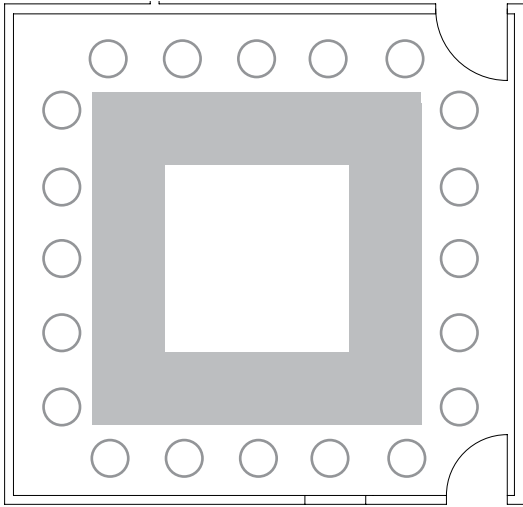
Classroom

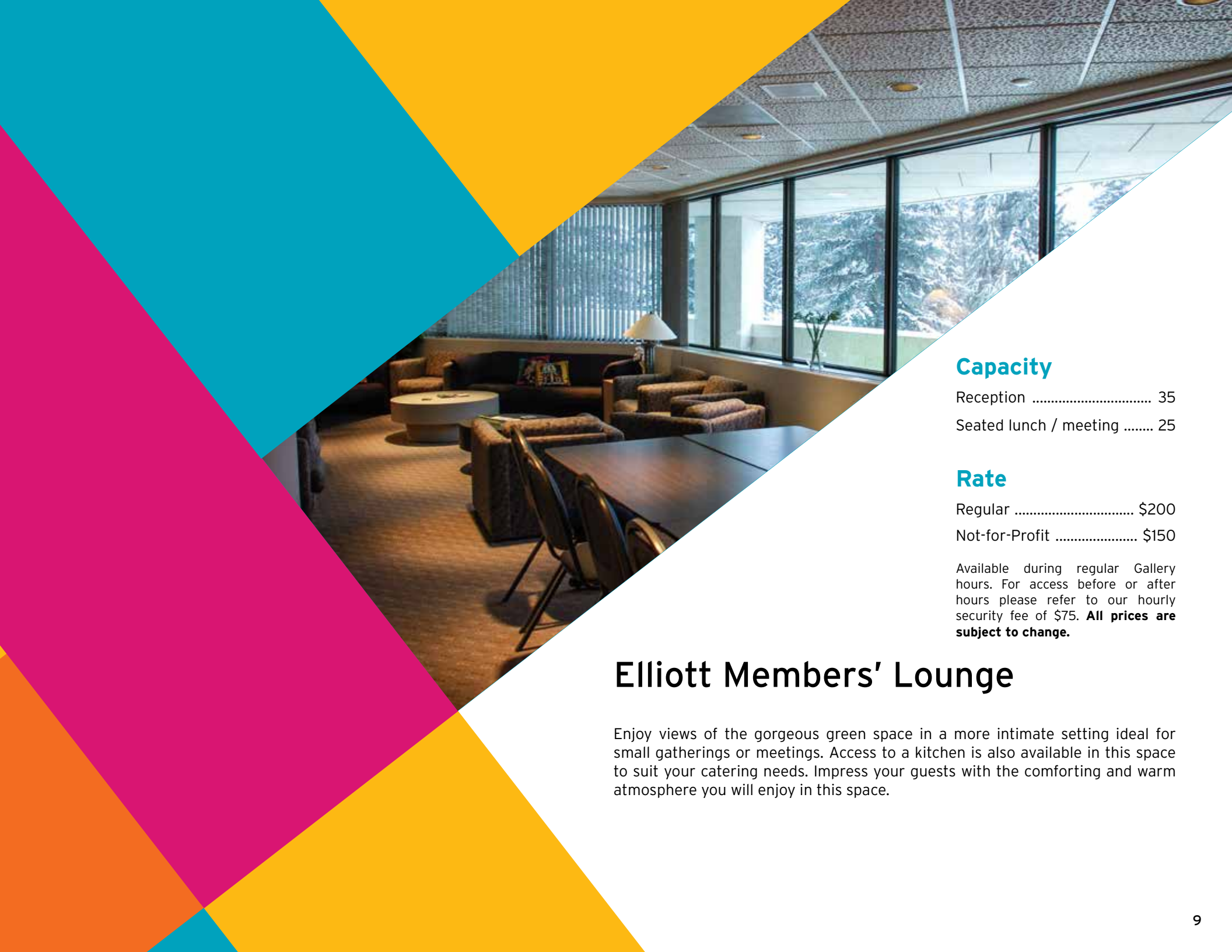
The Classroom, right around the corner from the BMO Learning Centre, is set up to encourage group communication and participation. This space is well suited for workshops and training sessions.

Floor Plan

Classroom

■ 6 to 8 Foot Tables
○ Chair





Capacity

Reception 35
Seated lunch / meeting 25

Rate

Regular \$200
Not-for-Profit \$150

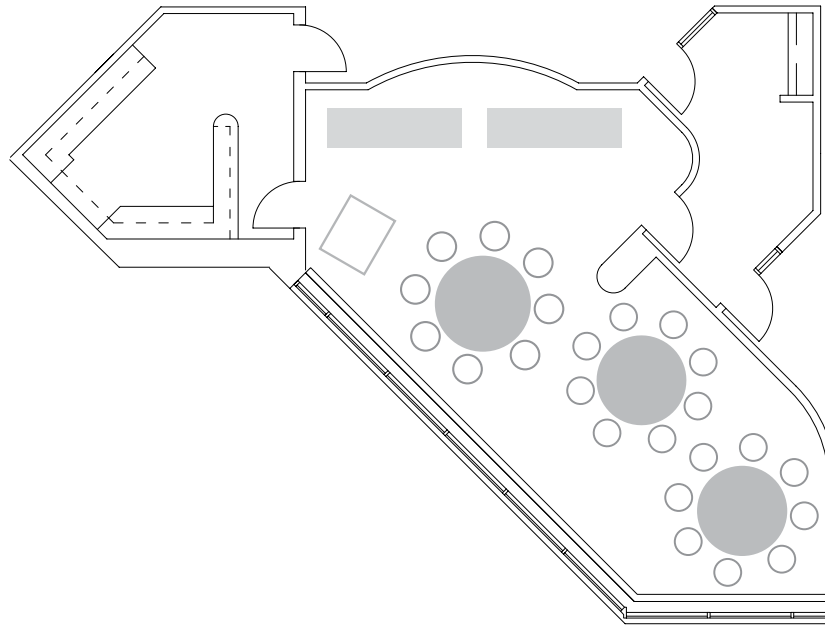
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Elliott Members' Lounge

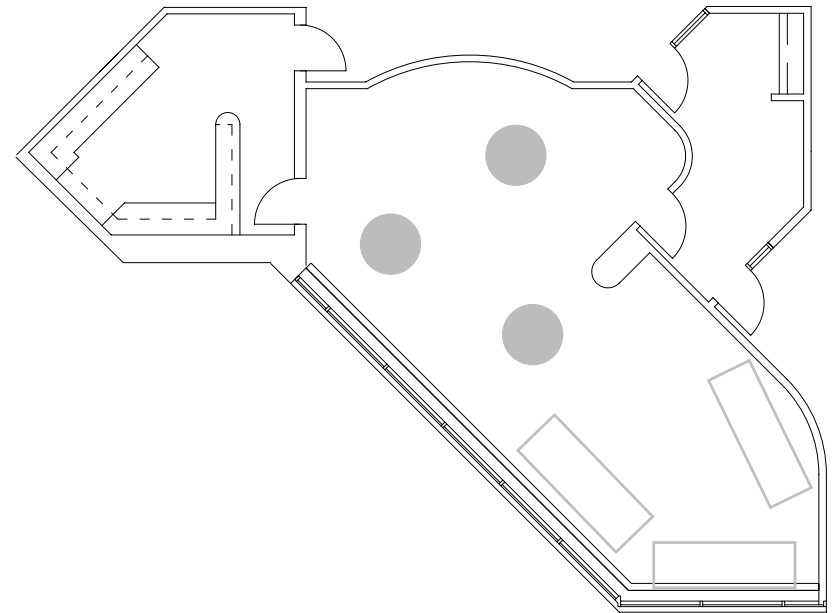
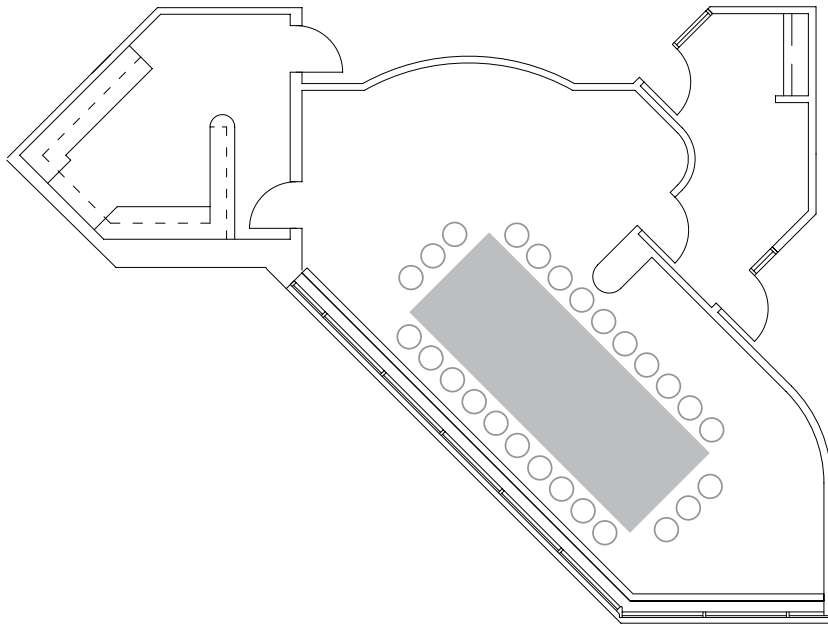
Enjoy views of the gorgeous green space in a more intimate setting ideal for small gatherings or meetings. Access to a kitchen is also available in this space to suit your catering needs. Impress your guests with the comforting and warm atmosphere you will enjoy in this space.

Floor Plan

Elliott Members' Lounge



- Podium
- Chair
- Large Rounds
- 6 foot Table
- Lounge Seating
- Tall Bistro Table





Capacity

Meeting 20

Rate

Regular \$200

Not-for-Profit \$150

Available during regular gallery hours. For access before or after hours please refer to our hourly security fee of \$75. **All prices are subject to change.**

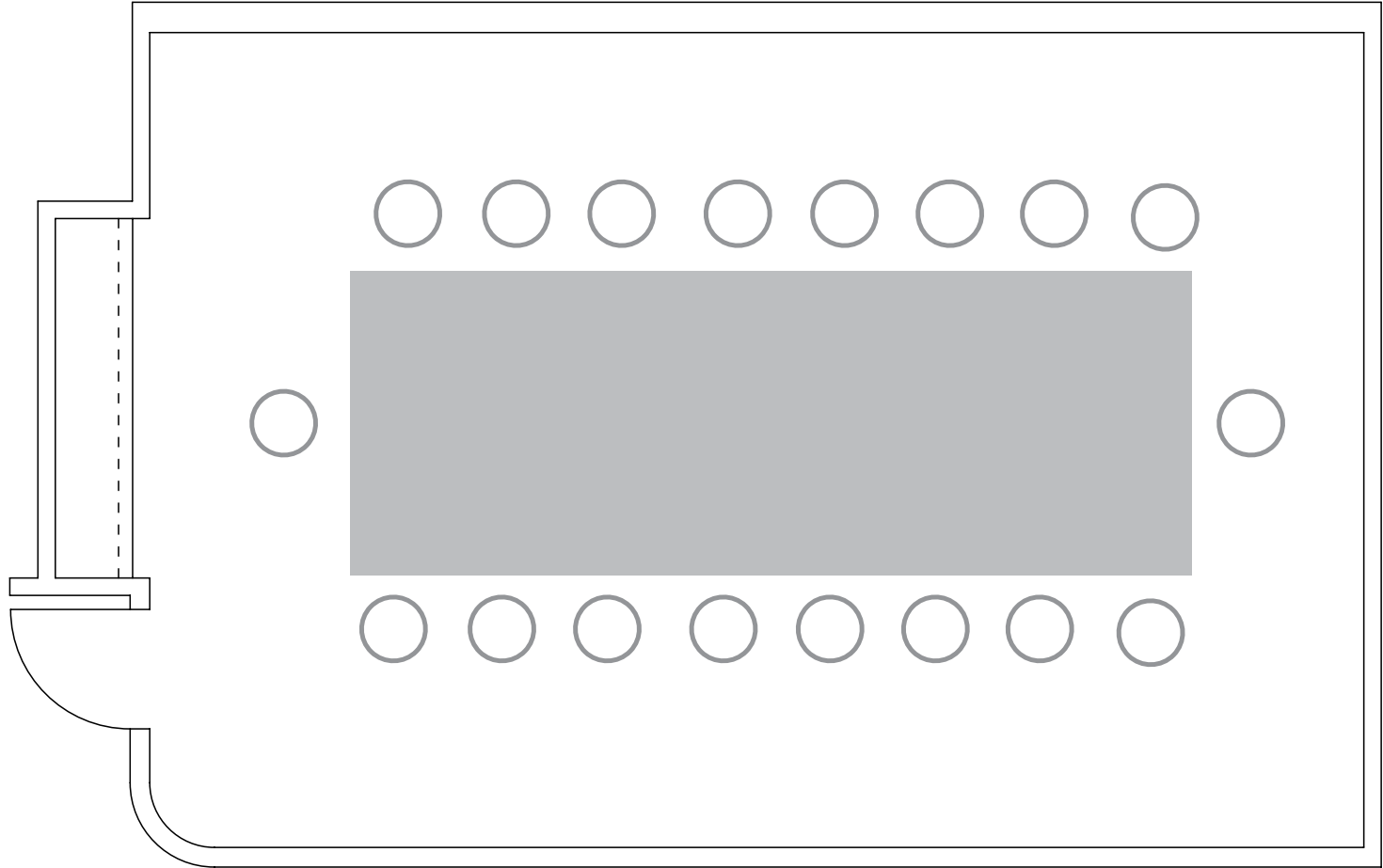
Leader-Post Boardroom

The privacy and formal atmosphere of the Leader-Post Boardroom allows for open flow of ideas. Pull up a chair to the 20 foot executive table and get your discussion started surrounded by artwork from the MacKenzie Art Gallery's Permanent Collection. A 5' x 5' hidden projection screen is available as needed by simply flipping a switch. This space is also equipped with a conference phone allowing your meeting to extend further than the Gallery walls.

Floor Plan

Leader-Post Boardroom

■ Boardroom Table
○ Chair





Capacity

Meeting 16

Rate

Regular \$200

Not-for-Profit \$150

Available during regular gallery hours. For access before or after hours please refer to our hourly security fee of \$75. **All prices are subject to change.**

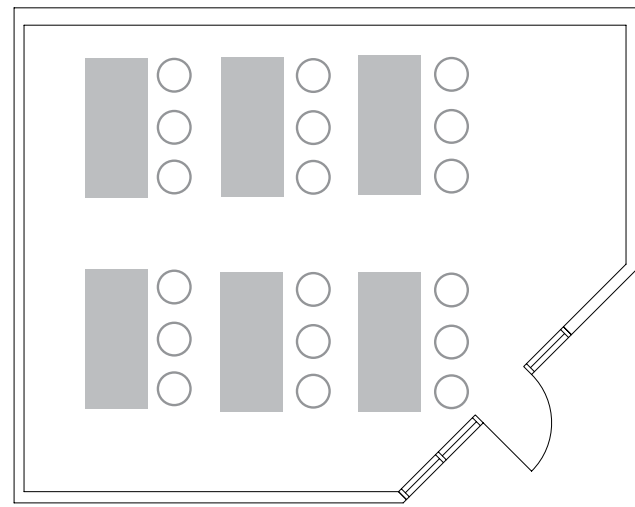
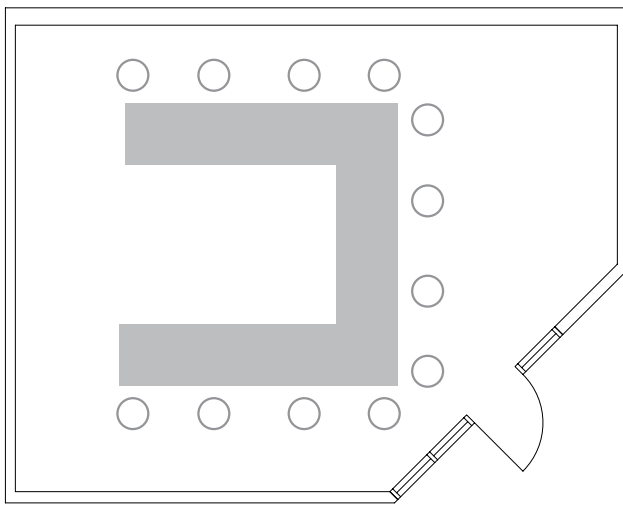
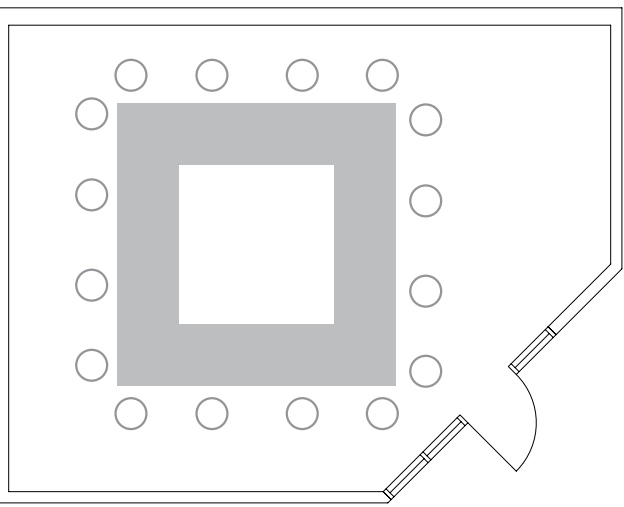
Lorne & Evelyn Johnson Conference Room

Business gatherings and seminars will function wonderfully in the bright atmosphere of the Conference room. The ceiling-mounted projection screen can be lowered or raised depending on the nature of your meeting.

Floor Plan

Loren & Evelyn Johnson Conference Room

■ 6 to 8 Foot Tables
○ Chair





Capacity

Presentation 185

Rate

Regular \$500

Not-for-Profit \$375

Available during regular gallery hours. For access before or after hours please refer to our hourly security fee of \$75. **All prices are subject to change.**

Shumiatcher Theatre - Day

Tiered seating and a 14-foot screen make the Shumiatcher Theatre the ideal spot for presentations, lectures, and film screenings. Hold your performances on the 19' x 38' stage with the added amenities of a sound system and theatre lighting.



Capacity

Presentation 185

Rate

Regular \$750

Not-for-Profit \$570

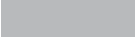
Includes security until 10 PM. Each additional hour after 10 PM is \$75 per hour. **All prices are subject to change.**

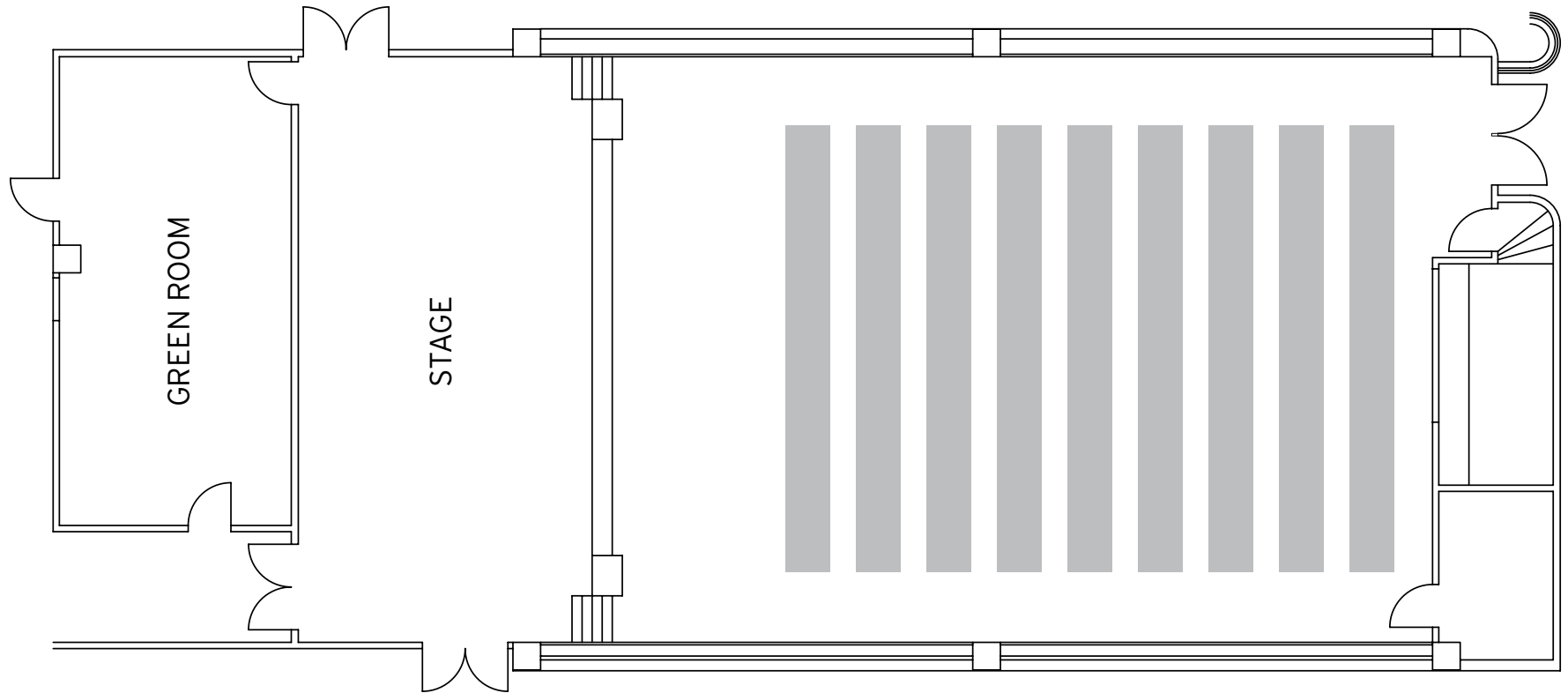
Shumiatcher Theatre - Evening

Your evening event in the Shumiatcher Theatre includes entry until 10 p.m. This full service theatre is equipped with: tiered seating, 14-foot projection screen, sound system, theatre lighting and a 19' x 38' stage.

Floor Plan

Shumiatcher Theatre

 Theatre Seating



CURATE YOUR EVENT!

Additions that will make your experience one-of-a-kind

PLEASE NOTE: ALL PRICES ARE SUBJECT TO CHANGE

EXHIBITION TOUR (maximum 25 people)

MacKenzie tours are the perfect activity for team-building. Take full advantage of the MacKenzie's facilities and resources by taking a private guided tour of our current exhibitions.

30 minute tour \$60

HANDS ON ART ACTIVITY (maximum 25 people)

Create a piece of art in our studio workshop. This is a interactive break, or team building experience!

30 minute activity \$80

EXHIBITION TOUR & ART ACTIVITY (maximum 25 people)

60 minute consecutive tour / art activity \$120

VAULT TOUR (maximum 10 people)

Get a behind the scenes tour of the Vault, home to more than 4,500 works! See how the MacKenzie stores the various works of art. Call to request additional information.

30 minutes \$200

EXHIBITION ACCESS AFTER 5:30 PM

Keep the current exhibitions open to your guests for their viewing pleasure.

Hourly \$50

LICENSES AND PERMITS

SLGA Permits www.slga.gov.sk.ca

Host Liability Insurance [contact your Insurance Broker](#)

SECURITY

Additional security is required for any events, set-up or take down taking place after 5:30 pm daily, and before 8:30 am Monday - Friday, 10 am Saturday, 12 pm Sunday, unless otherwise stated.

Salon - Second Floor \$100 / Hour

Main Floor Spaces \$75 / Hour

PARKING

Visitor parking in Lot 1, two hour maximum.

Parking passes are available for week day access for groups of 50 or less in Lots 1 and 2. For weekend access no passes are required.

ADDITIONAL ITEMS FOR USE

Bar(s)	LCD projector and screen
Corded microphone	Podium
Cordless microphone	Polycom phone
Extension cord	Power bar
Flip charts and markers	Risers
Lapel microphone	Television with DVD

Description	Size	Quantity
LARGE ROUND TABLE (8 TO 10 CHAIRS)	60" x 30" tall	42
TALL BISTRO TABLE	30" x 43" tall	5
SHORT BISTRO TABLE (4 CHAIRS)	36" x 39" tall	14
LARGE RECTANGLE TABLE	32" x 29" x 72"	23
CHAIRS	N/A	240
PLINTHS	N/A	6

FACILITY RENTAL PROCESS

HELPFUL HINTS FOR A SEAMLESS BOOKING

You've made the inspired choice to select the MacKenzie Art Gallery for your event venue. What are the next steps?

Review the Facility Rentals or Wedding Package as applicable to your event.

Packages are available online at: www.mackenzieartgallery.ca/visit/room-rentals or in hard copy at the MacKenzie Art Gallery Security desk.

In lieu of an appointment to view spaces, feel free to come by the Gallery at your leisure. Security can direct you if needed.

BECOME A MEMBER

MacKenzie Art Gallery Facility Rentals are an exclusive benefit to MacKenzie Members. Learn more about all the advantages that Membership offers when you make your booking!

CLEAN UP CHECK LIST

- Counter tops wiped down
- Microwave cleaned and wiped
- Oven(s) cleaned and wiped
- Tables in the kitchen wiped down
- Tables in Salon wiped down
- Bar wiped down
- Ice removed from the bar sink
- Bar drain bucket dumped
- Garbage picked up off the floor
- Full garbage bags left in the kitchen
- Recyclable bottles in designated bins
- All empties removed
- Decorations removed
- Floral arrangements disposed of or removed
- Upstairs bathrooms tidy
- Items being picked up next day must be packed up and placed to the side.

CONTACT US

Once you are certain a space is suitable for your event, contact the Events & Rentals Coordinator at events@mackenzieartgallery.ca or 306-584-4250, extension 4259

PROVIDE THE FOLLOWING DETAILS

- Room Requested
- Date Requested
- Time you will enter the venue
- Time your event will start
- Time your event will end
- Time you wish to exit the venue
- Style of event: meeting, reception, training
- Number of attendees
- Your details, including any company names, billing address, and contact numbers/ email

NOTIFICATION

You will then be notified if your request can be accommodated. A Facility Rental Contract will be provided to you for review and completion. We may ask for additional details in regard to your booking.

CONFIRMATION

In order to confirm your booking, you will be required to provide a completed Facility Rental Contract and a damage deposit of 50% of the rental fee to the Events & Rentals Coordinator.

PAYMENT

The full rental fee is required no later than two business days prior to your event.