

**Rental Facilities**

<b>Board Room</b>	
Permitted Functions	Meetings
Capacity	18
Hall Description	Lower level - 376 square feet , Boardroom table and chairs; white board
Kitchen	n/a
Bar Facilities	n/a
Special Permit Requirements	n/a
Parking	There are two lots, one at the corner of Brock and Burns Streets and the behind the centre off Green Street
<b>Classroom</b>	
Permitted Functions	Meetings, training, classes, workshops, social events
Capacity	50 - theatre style with head table, 30 - classroom style with tables and chairs
Hall Description	Lower level - 725 square feet
Kitchen	n/a
Bar Facilities	n/a
Special Permit Requirements	n/a
Parking	There are two lots, one at the corner of Brock and Burns Streets and the behind the centre off Green Street
<b>Craftroom</b>	
Permitted Functions	Meetings, training, classes, workshops, social events
Capacity	50 - theatre style with head table, 30 - classroom style with tables and chairs
Hall Description	Lower level - 827 square feet Large counter with sink
Kitchen	n/a
Bar Facilities	n/a
Special Permit Requirements	n/a
Parking	There are two lots, one at the corner of Brock and Burns Streets and the behind the centre off Green Street
<b>Lower Activity Room</b>	
Permitted Functions	Meetings, training, classes, workshops, social events
Capacity	80 - theatre style with head table, 50 - classroom style with tables and chairs
Hall Description	Lower level - 1,013 square feet, Cushioned flooring for high impact dancing or exercise classes, East wall mirrored with blinds
Kitchen	Small counter with sink, bar size refrigerator

Bar Facilities	Portable bar available. Copy of Special Occasion permit must be displayed if liquor is being served. Smart Serve certified bartenders required.
Parking	There are two lots, one at the corner of Brock and Burns Streets and the behind the centre off Green Street
<b>Upper Activity Room</b>	
Permitted Functions	Meetings, training, classes, workshops, social events, weddings, dances
Capacity	300 - Theatre style with head table, 200 - Tables and chairs dining, no dancing, 150 - Tables and chairs with dancing, 6 foot tables and 3 foot by 3 foot card tables
Hall Description	Upper level, 33' x 78' with dividing wall open, 33' x 58' with dividing wall closed, 10' x 10' stage and sound system (optional), Movable dividing wall, Use of front lobby for receiving line
Kitchen	Use of single refrigerator, counter space and coffee urns.
Bar Facilities	Copy of Special Occasion permit must be displayed if liquor is being served. Smart Serve certified bartenders required. Refrigerator and coffee urns available. Must provide own utensils.
Special Permit Requirements	SOCAN when applicable, Name of caterer and floor plan, 30 days prior to event
Parking	There are two lots, one at the corner of Brock and Burns Streets and the behind the centre off Green Street
<b>Dining Room</b>	
Permitted Functions	Meetings and social events
Capacity	54 - tables and chairs
Hall Description	Upper level - 640 square feet, Comfortable tables and chairs - tableclothes are not required, Covering for kitchen opening available
Kitchen	Use of single refrigerator, counter space and coffee urns.
Bar Facilities	n/a
Special Permit Requirements	n/a
Parking	There are two lots, one at the corner of Brock and Burns Streets and the behind the centre off Green Street