

PACIFIC NATIONAL EXHIBITION VENUE GUIDE FOR BANQUETS & MEETINGS

VENUE GUIDE FOR BANQUETS & MEETINGS

Thank you for considering the PNE as the location for your special event. Whether you have decided on all the details or you are still brainstorming, the PNE staff has the expertise to help you put together an unforgettable occasion.

Unique venue options at the PNE include a variety of indoor and outdoor locations.

PACIFIC COLISEUM



The Pacific Coliseum is the largest venue within Hastings Park. Its unique expanded configuration offers over 56,000 sq. ft. on the arena level.

[For more information click here.](#)

PACIFIC ROOM



The Pacific Room is located within the Pacific Coliseum and has a private entrance, stage, fully equipped kitchen and bar.

[For more information, click here](#)

FORUM



The PNE Forum is a flexible space of 45,000 square feet and can be used in its entirety or a sliding wall divider can be closed for smaller events.

[For more information, click here](#)

HASTINGS ROOM



The Hastings Room has 3,600 square feet of flexible space, and is great for meetings, seminars, wedding receptions and parties.

[For more information, click here](#)

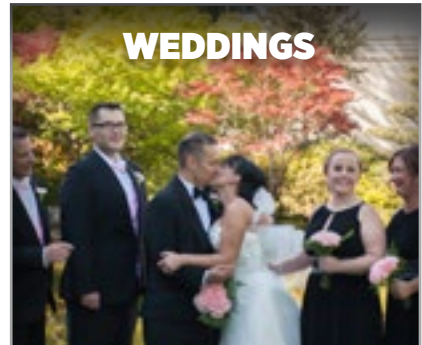
GARDENS & GREEN SPACES



There are a number of unique gardens and green spaces available for hosting your next event.

[For more information, click here](#)

WEDDINGS



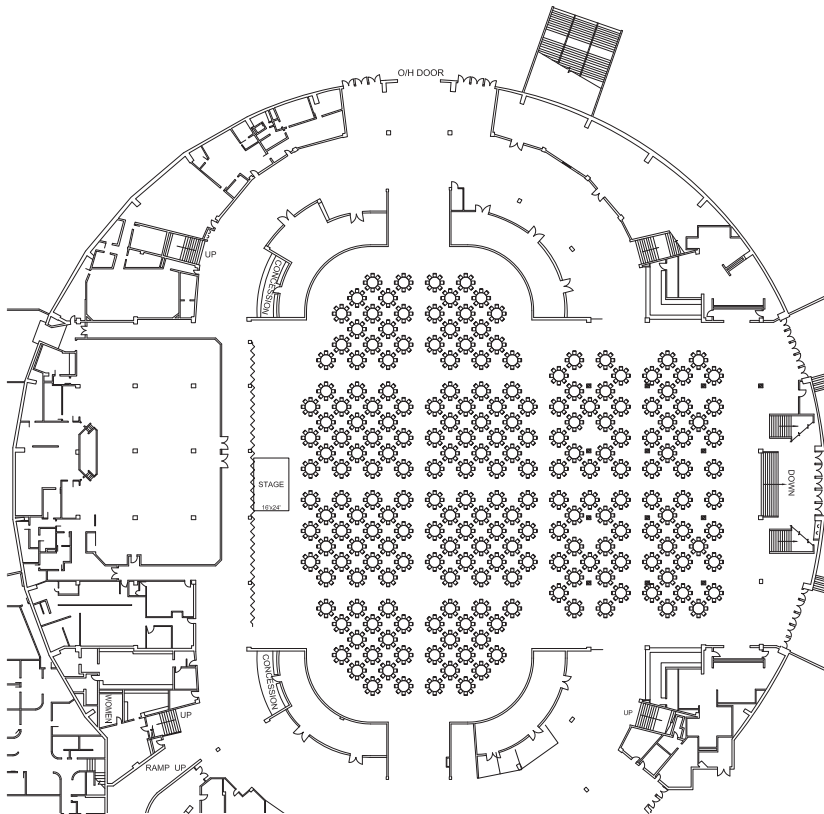
The PNE has a variety of beautiful and unique location options for ceremonies, receptions and picturesque wedding photo backdrops.

[For more information, click here](#)

VENUE GUIDE FOR BANQUETS & MEETINGS

PACIFIC COLISEUM

The Pacific Coliseum is the largest venue within Hastings Park and offers a unique expanded configuration making it the perfect venue for large banquets and meetings.



Expanded banquet configuration option for 1,728 guests.

ROOM RENTAL

One-Event Day Rental: \$15,000/day
Move-in/out Days: \$7,500/day

Multi-Day Event Rental: \$10,000/day
Move-in/out Days: \$5,000/day

Rates do not include venue services such as conversion, event staff, event preparation and post-event cleaning

SPECIFICATIONS

Clear Floor Area 94,325 sq. ft.
Arena Level 56,825 sq. ft.

(IN EXPANDED CONFIGURATION)

Upper Concourse 37,500 sq. ft.

Additional space includes: Green Room (100 guests), Dressing Rooms, Pacific Room (see page 4 for more info), Media Lounge (40 guests) and 14 Gallery Suites.

CAPACITY

Banquet 2,000 guests

Theatre Style 1,600 guests

(ARENA FLOOR ONLY WITH STAGE)

Theatre Style 17,000 guests

(WITH ARENA SEATING, IN THE ROUND)

Cocktail Reception 4,000 guests

(ON THE FLOOR ONLY)

Capacities are subject to configuration

Stage Various sizes available
Floor Cement

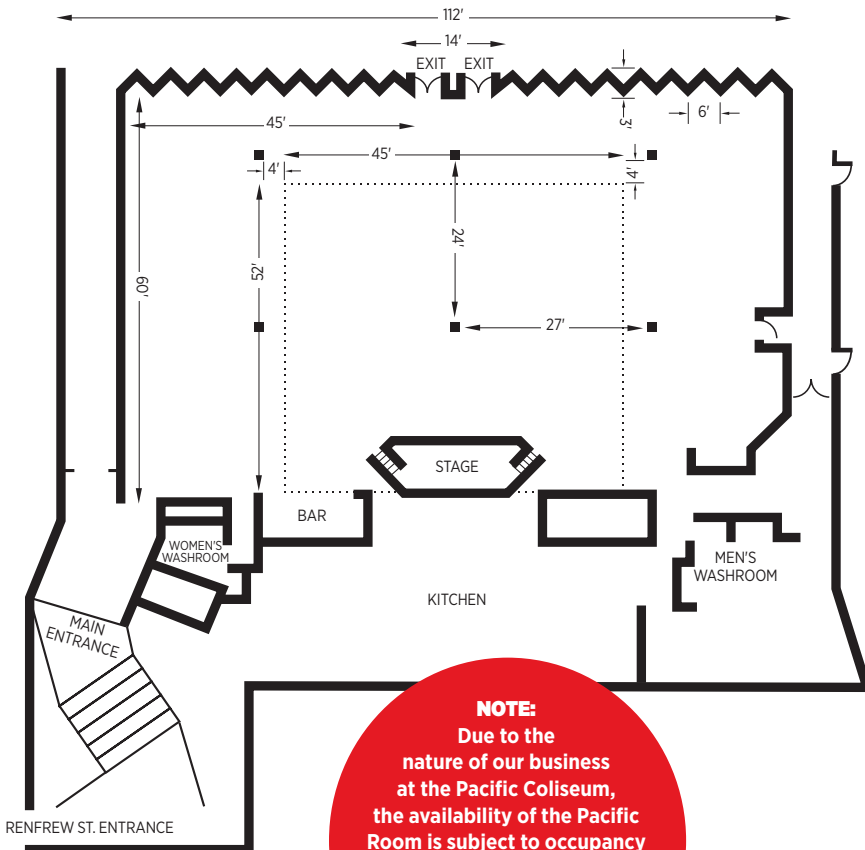
Ceiling height 69' - FLOOR TO BEAM
 45'-8" - FLOOR TO SCORE CLOCK



VENUE GUIDE FOR BANQUETS & MEETINGS

THE PACIFIC ROOM

Located within the Pacific Coliseum, this 6,300 square foot room offers a private entrance, stage, PA system, bar and fully equipped kitchen. From dinner banquets to award ceremonies, cocktail receptions to seminars, the Pacific Room is adaptable to a variety of functions.



NOTE:
 Due to the nature of our business at the Pacific Coliseum, the availability of the Pacific Room is subject to occupancy in the Pacific Coliseum. Confirmation of booking is provided 6 weeks prior to requested event date.

ROOM RENTAL \$1,000/day

Rates include set up and tear down of event, event prep and post-event cleaning

SPECIFICATIONS
Clear Floor Area 6,300 sq. ft.

CAPACITY
Banquet 350 guests
Licensed 429 guests
Theatre Style 350 guests
Stage 16' wide x 9' deep
Ceiling Height 12'

..... Dots on map marks 14' ceiling area

Floor **Carpet**
 (dance floor available upon request. Additional charges apply)

Illumination **Incandescent lights with track lighting**



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FORUM

The PNE Forum is conveniently located at the corner of Renfrew & Hastings. It is a flexible space of 45,000 square feet which can be used in its entirety or a sliding divider can be closed for smaller events. There are bleacher seats around the south side of the building, making this a great venue for large theatre-style meetings.

FULL VENUE RENTAL

One-day Event: \$7,500/day
Multi-day Event: \$5,000/day
Move-in/out days: \$2,500/day

HALF VENUE (NORTH OR SOUTH)

One-day Event: \$4,000/day
Multi-day Event: \$3,000/day
Move-in/out days: \$1,500/day

Rates do not include venue services such as event staff, event preparation and post-event cleaning

SPECIFICATIONS

Clear Floor Area 44,579 sq. ft.
North side 22,657 sq. ft.
South side 21,922 sq. ft.

WHOLE BUILDING CAPACITY

Banquet 1,500 guests
Theatre Style 850 guests (SOUTH FLOOR ONLY)
Theatre Style 4,287 guests (WITH BLEACHER SEATING)
Cocktail Reception 3,500 guests (ON THE FLOOR)

NORTH CAPACITY

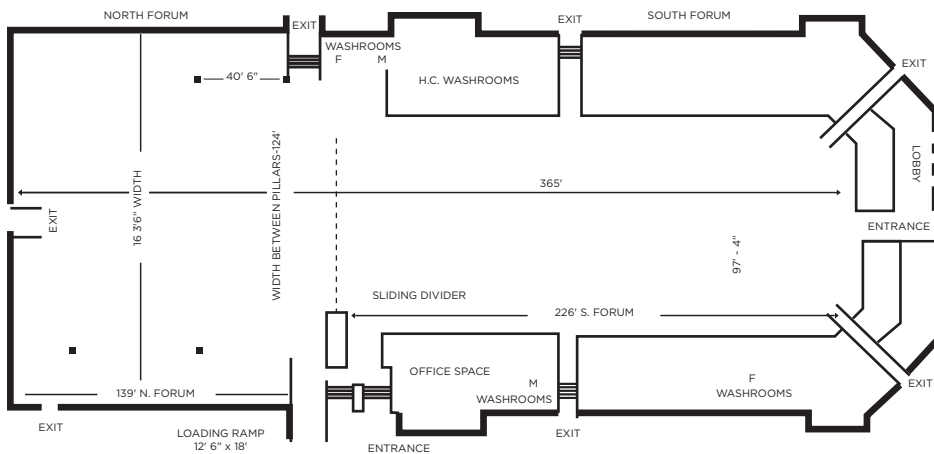
Banquet 700 guests
Theatre Style 1,000 guests
Cocktail Reception 1,750 guests (ON THE FLOOR)

SOUTH CAPACITY

Banquet 800 guests
Theatre Style 1,000 guests (FLOOR ONLY)
Theatre Style 4,287 guests (BLEACHER SEATING)
Cocktail Reception 1,750 guests (ON THE FLOOR)

Capacities are subject to configuration

Stage Various sizes available
Floor Cement
Ceiling Height 40' to beams
 60' to peak
Permanent Bleacher Seating 3,437



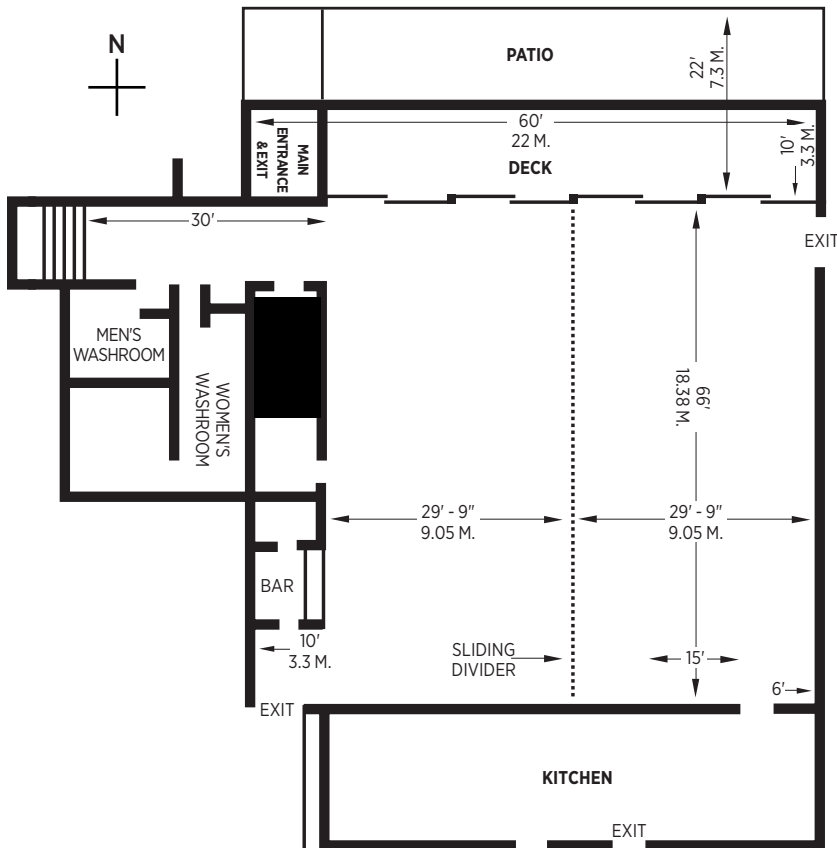
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THE HASTINGS ROOM

The Hastings Room at the PNE is located beside the natural park surroundings of the Sanctuary. This room is an excellent venue for hosting meetings, seminars, banquets, wedding receptions and seasonal celebrations.

With 3,600 square feet of space, the Hastings Room includes floor to ceiling sliding glass doors facing north, a large patio, bar, PA system and projector screen. The room has a sliding divider that allows for flexible configurations.



ROOM RENTAL

Half (East or West) \$400/day
Full Room \$800/day

Rates include set up and tear down of event, event prep and post-event cleaning

SPECIFICATIONS

Clear Floor Area 3,600 sq. ft.
Outdoor Patio 1,000 sq. ft.

CAPACITY

Banquet 175-200 guests
(DEPENDANT ON CONFIGURATION)

Theatre Style 275 guests

Cocktail Reception 200 guests

Stage 16' wide x 6' deep
(STAGE AVAILABLE UPON REQUEST)

Ceiling Height 11'-9"

Three 9" wide beams that support the roof come down 3' from ceiling every 14" and run north/south across the room

Floor Carpet

Dance floor (AVAILABLE UPON REQUEST. ADDITIONAL CHARGES APPLY.)

Illumination Incandescent lights with track lighting



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GARDENS & GREEN SPACES

The PNE has a variety of beautiful gardens, green spaces and outdoor venues for hosting special events. From the quaint private Momiji and Italian Gardens to the large Centre Grounds, Lagoon picnic area and outdoor Amphitheatre. There are a number of unique options for wedding ceremonies, cocktail receptions, company BBQs, family reunions and large outdoor meetings.



MOMIJI GARDENS

MOMIJI GARDENS RENTAL

Event days: \$800/day

Rates do not include venue services such as conversion, event staff, event preparation and post-event cleaning

CAPACITY

Banquet 150 guests

Theatre Style 200 guests

Cocktail Reception (LICENSED) 300 guests

Capacities are subject to configuration

Stage Floor Various sizes available
Grass with gravel paths



The below green spaces can be customized to suit your event. Please discuss the options available with your PNE sales representative.



ITALIAN GARDENS



LAGOON PICNIC AREA



CENTRE GROUNDS



PNE AMPHITHEATRE

Ask us about corporate events at Playland or renting the amusement park exclusively for your large group! There's no experience like it.



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WEDDINGS

Weddings ceremonies at the PNE can be held in any one of our many beautiful green spaces or banquet rooms, with a catered reception to follow.

Wedding photographs would be exquisite in any of our picturesque gardens or even fun-filled at Playland on our famous Wooden Roller Coaster or Merry-Go-Round.

Our catering coordinator will assist in planning and executing the perfect day with expertise in every last detail including decor, DJ services, photography and more to ensure your special day is a great success.

WEDDING BOOKINGS INCLUDE:

- Congratulations announcement on our digital board at Hastings and Renfrew Street
- Complimentary parking for all guests
- Onsite wedding coordination
- Assistance in creating floorplan
- Table numbers and stands
- Choice of excellent menus, buffet style or plated
- Microphone and podium
- Portable sound system with microphone and iPod adapter
- Use of silver cake knife and cake lifter
- Gift table, cake table, DJ table, head table
- Easel for seating assignment
- Indoor tables and chairs
- White linen table cloths, white linen napkins and white or black table skirts
- Complimentary use of screen and projector (for video presentations)
- Fully licensed bar facilities

WEDDING TESTIMONIAL

April 2016

"What a fabulous venue the PNE Hastings Room is for a wedding. So perfect for the ceremony & reception as well as the beautiful grounds for pictures. Because it is an all-in-one venue, the day flows perfectly without ever having to leave the grounds.

The PNE Coordinator was amazing organizing and taking care of every detail from the initial planning to the final clean up. Her suggestions and attention to detail was invaluable to making the day come off without a hitch.

Thank you all who made this day memorable for family, friends and most of all the Bride and Groom!"

—Mother of the Bride, Virginia Robinson



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WEDDINGS

The PNE offers fully customizable wedding packages; our most popular being:

Outdoor Wedding Ceremony in Momiji Gardens and Reception at the Hastings Room

\$3,000 plus tax and catering (Maximum of 175 guests)

In addition to Wedding Bookings, packages include:

- Outdoor white padded folding chairs
- Outdoor skirted signing table and chair
- Indoor dance floor (18' x 12')
- Set up and tear down

Tents available upon request (Additional charges apply)

- Rehearsals and set up time day prior to event (subject to availability—1 hour)



ADDITIONAL INFORMATION:

DECOR: All décor acquired through the PNE will be set up and taken down by PNE staff. Any additional décor such as wedding favours, centrepieces, place cards, etc. will be your responsibility to remove at the end of the night.

MUSIC: In-house audio can be provided for background music for your indoor reception. Bands are permitted for indoor receptions; DJs must bring in all necessary equipment.

TASTINGS: Tastings can be arranged to assist with menu decisions. The price of the tasting will depend on the type of dinner service and which items you would like to try. Please discuss details with your coordinator.

WEATHER: For outdoor ceremonies and receptions, in the event of inclement weather, we ask that you make a decision about the location of your ceremony 24 hours prior to guest arrival.

CAKE CUTTING FEES: \$2.00 per guest if PNE cuts, plates and serves cake buffet style. \$2.50 per guest if PNE cuts, plates and serves cake to guests.

SHUTTLE SERVICE: Available upon request. Please discuss and confirm with your PNE catering coordinator no less than 3 weeks prior to your wedding to ensure availability.

HOTEL: The Atrium Inn is located one block west of the PNE. Special rates are offered to PNE event guests.

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FACILITY INFORMATION

AUDIO VISUAL EQUIPMENT

- Projector Screen
- LCD Projector
- Laptop

Additional rental items available through the PNE.

Subject to availability. Please contact the PNE Sales Team for more information and rates.

SOCAN LICENSE

The Society of Composers, Authors and Music Publishers of Canada requires users of music to obtain a SOCAN license to perform, or authorize others to perform, copyright music in public.

Please visit www.socan.ca for more information and to obtain your license.

Please note that the use of copyright music without a valid SOCAN license may lead to legal action for copyright infringement under the Copyright Act of Canada.

RATES

Rates do not include applicable taxes at time of event.

UNION SITE

The PNE is a union site and all licenses must adhere to union guidelines.

INSURANCE

All rentals are required to obtain and maintain comprehensive general liability insurance in the amount of \$5,000,000 Canadian, naming both the Pacific National Exhibition and the City of Vancouver as additional insureds.

Excludes the Hastings Room and Pacific Room

FOOD AND BEVERAGE

The PNE retains the right to all food and beverage concessions and/or the supply and services of all food and beverages on the premises during the term of the license agreement, unless all or part of such rights are waived in advance by the PNE in writing.

Contact the **PNE Sales Team:**
604-252-3585
groupsales@pne.ca

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FACILITY INFORMATION

MAKING A RESERVATION

All we require is your contact information to place a temporary hold on a venue. However, potential clients do have the option to challenge your hold.

This means that if a potential client is ready to put down a deposit, you have 48 business hours to either provide a deposit or release the hold.

Events are not considered confirmed until a deposit is received by the PNE.

To place a hold please contact the **PNE Sales Team** at **604-252-3585** or **groupsales@pne.ca**

CATERING

All food and beverage is to be provided by the PNE unless otherwise discussed (excluding wedding and birthday cakes). Please refer to the PNE's catering menus for information. We're also happy to design a custom menu to suit your taste and budget.

We require a minimum of 25 guests in order to provide full food and beverage services.

SIGNAGE

Your signage may only be displayed directly outside your venue space. The PNE reserves the right to remove signage that is not prepared in a professional manner or is deemed unsightly or inappropriate. Handwritten signs are not permitted.

Use of the PNE's logo in advertising must be approved by the PNE.

PARKING

Parking is conveniently located on site and in close proximity to each venue.

Parking availability and charges are subject to the PNE's event schedule.



Contact the **PNE Sales Team:**
604-252-3585
groupsales@pne.ca