

# THE POLYGON

## The Polygon Gallery Venue Rentals 2023/2024

101 Carrie Cates Court  
North Vancouver, BC V7M 3J4  
[rentals@thepolygon.ca](mailto:rentals@thepolygon.ca)  
[@thepolygonvenue](https://www.thepolygonvenue.com)  
[thepolygon.ca](https://www.thepolygon.ca)

Photography: Akeem Nermo





## Introduction

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Located in the heart of the Shipyards District on Vancouver's North Shore, The Polygon Gallery is a spectacular event venue with city skyline views and a clean, contemporary design. Designed by Governor General's Award-winning Patkau Architects, the Gallery is a striking building that gleams on the harbourfront, rising in waves to the North Shore peaks, and beckoning visitors to its doors.

- A premium, sought-after waterfront venue with modern features
- Ideal for hosting weddings, holiday celebrations, corporate meetings, and gala events.
- Professional filming and photo shoots welcome
- Minutes from downtown Vancouver

The Polygon Gallery is available for private gatherings and professional filming only. Our venue rental policy inhibits the use of our event space for publicly ticketed events, art exhibitions or art auctions. As a non-profit, public gallery, venue rental revenues directly fund the Gallery's ground-breaking exhibitions and programs.

### Capacities:

Seated Dinner: 180  
Theatre seating: 200  
Reception one floor: 275  
Reception both floors: 500  
Reception both floors +  
exterior overhang area: 800

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[@thepolygonvenue](https://www.instagram.com/thepolygonvenue)





## 2023/2024 Rental Package

Exclusive use of the entire facility: both floors and private balcony = \$7,750 CAD Friday, Saturdays, and holiday Sundays. Weekdays are \$6,750 CAD note: there is no tax on the room rental as we are a registered charity.

Rental of The Polygon is a privilege of Gallery Membership, which can be obtained via our website or by contacting [membership@thepolygon.ca](mailto:membership@thepolygon.ca). Membership donations are eligible for a full tax receipt and many additional benefits! An active membership must be obtained prior to an event being confirmed.

### Included with each rental is:

- Exclusive use of The Polygon Gallery waterfront facility for your evening event
- Onsite Gallery Liaison(s) for the duration of your event to help with set up & strike
- Use of the onsite catering kitchen and appliances
- Use of any of the facility tables, chairs, couches and coat racks as available
- Use of in house wireless microphone, ceiling mounted speakers and podium
- Basic post-event cleaning
- Complimentary access to current exhibitions for your guests, based on availability (additional staff may be required)
- 3 pm access to the Seaspan Pavilion for set up, 5 pm access to the lobbies for set up
- Access after 5pm to our board room that also can be used as a green room, break out room, or bridal room

Please contact the Venue Rentals Manager for non-profit and daytime meeting rates. [rentals@thepolygon.ca](mailto:rentals@thepolygon.ca)







## The Seaspan Pavilion + TD Bank Group Gallery

The Polygon Gallery offers the Seaspan Pavilion as its premier banquet and meeting area. Located on the Upper Floor, this event gallery is in the heart of the building and features a fully retractable glass wall facing south, which opens onto a private, covered balcony.

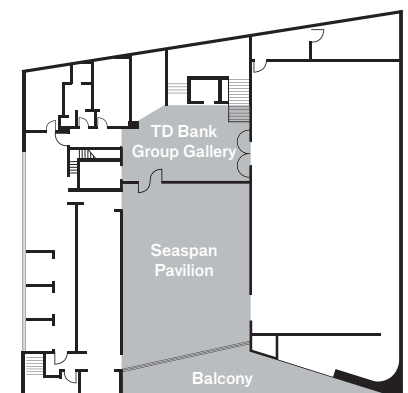
Guests can move easily between inside and outside, enjoying sweeping views of Burrard Inlet and the Vancouver city skyline. Boasting thirteen-foot ceilings with mountain-facing, saw-toothed skylights, this Gallery is bathed in natural light and is sure to impress guests.

### Square footage:

- Seaspan Pavilion 2,325 sq.ft.
- TD Bank Group Gallery 985 sq.ft.
- Balcony 950 sq.ft.

### Capacity:

- Dining 180
- Reception 275
- Theatre 200







## Main Floor Gallery

The Polygon Gallery's beautiful Main Floor Gallery is transparent from floor to ceiling on three sides and features a central gathering space available for events. This versatile space enjoys sweeping views of the revitalized Lower Lonsdale area -its location is only steps away from a public outdoor plaza and the Spirit Trail, a seawall linking the entire North Shore waterfront.

The Main Floor Gallery is ideal for reception-style events, film and photoshoots.

The lobby hosts the gallery's retail store and the main floor gallery exhibition. The foot-print for events/receptions may change throughout the year, along with the window and wall colour.

### Square footage:

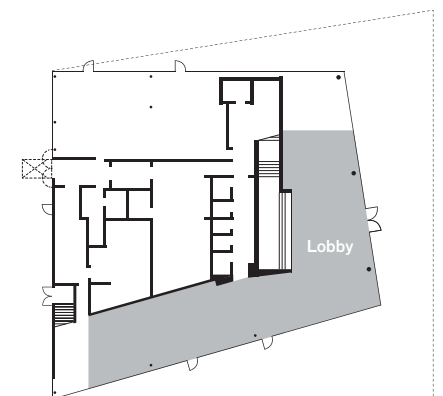
- Lobby 3,050 sq.ft.

### Capacity:

- Main Floor Gallery 275
- Main Floor Gallery + exterior overhang 575



Photography: @iamjohnyoweddings



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## Weddings

We love weddings! To ensure the best experience for the couple and their guests, a professional, experienced wedding planner or day-of coordinator is required for each wedding booked in the facility.

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## Décor

Candles are permitted in the facility on table tops, contained in a glass votives. Nothing can be attached to the walls in any event spaces but you can hang items from the ceiling, such as florals, chandeliers, draping, and additional lighting. Floor and wall decals, confetti bombs, smoke/fog machines or sparkler machines are NOT permitted anywhere in the facility. Same day delivery and pick up is required unless otherwise arranged with the Venue Rentals Manager.

### Included in your rental is

- 60-inch round banquet tables x 20
- 8-foot tables x 5
- 6-foot tables x 5
- 28-inch high-top tables x 5
- 4 x rolling metal coat rack with hangers (no attendant)
- Blue Inform benches as available
- 160 modern stackable TUCK chairs (smoke grey with chrome) Dimensions Overall: 32.35"H x 22.5"W x 23"D (You can fit 8 comfortably around our 60" rounds.)

HINT: coloured linens look really nice in our white space.

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## Bar Service

The Gallery holds the Liquor Primary License for all events. There is no outside alcohol (including donated product or home-brew) permitted. Please note there is a minimum spend on liquor sales for Friday & Saturday nights of \$3,500, and weeknights of \$2,500. Last call is at 12 am, with the bar closing by 12:15 am.

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## Smoking and Vaping

Smoking and e-cigarettes are not permitted in The Polygon Gallery, or on our upstairs balcony. Cigarettes, smoke/fog machines and sparklers pose a serious risk for setting off the Gallery's sprinkler system, and for damaging not only the facility, but the valuable artwork within. There will be an automatic \$2,000 fine to the licensee for anyone caught smoking on the premises.

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## Accessibility

The Polygon is wheelchair accessible, with accessible washrooms and baby changing stations on both floors. There is wheelchair accessible parking underneath Lonsdale Quay Market, approx. 150 meters from the gallery's entrance. There is a loading zone for drop-offs at Carrie Cates Court, approx. 40 meters away from the gallery's entrance. Our entrance is fitted with automatic doors. The gallery has a wheelchair for use if needed and assistance dogs are very welcome.

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## Additional Fees

- Both Individual Memberships (\$100) or Corporate Memberships (\$500) provide access to the rental program
- The licensee must obtain and show proof of \$5 million in general liability insurance and list The Polygon Gallery and the City of North Vancouver as additional insurers.
- Security Guard for the duration of the event (arranged by The Polygon Gallery) at \$35/hr
- Socan Music Royalty and Re-Sound fees are based on your guest attendance and if there is dancing, and they appear on your final bill. They range between \$22 - \$187.

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## Optional Fees

- 9 am access to the Seaspan Pavilion upstairs for set up purposes \$1000 (based on availability)
- Projector rental \$250 (AV tech is required)
- Staging at \$75 each piece
- Outside catering fee \$1000
- Gallery docent \$150

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## Exhibitions and Art

The Polygon Gallery is a public gallery and will be made available "as is", on the basis that the gallery has no obligation to move or alter any exhibitions during the rental period.

Artwork, wall & window colours may change without notice in any of the public spaces, though the Seaspan Pavilion's walls will remain white for all events.

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## Access Times

The Polygon Gallery will rent out the Seaspan Pavilion for occasional daytime meetings or events based on current exhibitions' audio levels and internal production schedules.

Monday and Tuesdays are available for daytime or evening buy-outs as we are closed to the public.

For evening events the main doors will open to guests at 5:30 pm. Access to the Seaspan Pavilion upstairs for set up purposes is at 3 pm unless a full day block is purchased for an additional \$1000. Access to the lobbies for set up is 5 pm. All guests must be out of the building by 12:30 am (strike to begin at this time, with vendors leaving by 1:30 am.)





## Preferred Partners

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### Catering

The Gallery's priority is providing an outstanding event experience for guests, while respecting the museum environment in which it operates.

The following caterers have been selected for their experience and stellar reputation in the city as well as their familiarization with The Polygon Gallery's custom catering kitchen, on-site inventory, catering guidelines and policies. Please contact them directly for menus and quotes.

Cocktails & Canapes  
info@cocktailsandcanapes.ca  
cocktailsandcanapes.ca

Edge Catering  
events@edgecatering.ca  
edgecatering.ca

Louis Gervais Fine Foods & Catering  
louis@louisgervais.com  
louisgervaiscatering.com

Navraj Sweets  
navrajsweets@gmail.com  
navrajsweets.com

Peake of Catering  
info@peakeofcatering.com  
peakeofcatering.com

Railtown Catering  
contact@railtowncatering.ca  
railtowncatering.ca

The Lazy Gourmet  
catering@thelazygourmet.ca  
thelazygourmet.ca

Truffles Fine Foods  
info@trufflesfinefoods.com  
trufflesfinefoods.com

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Please note that outside caterers must be pre-approved after a site visit by The Polygon Gallery prior to the event. The outside catering fee for a non-preferred catering company is \$1,000

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### Bar Service

The Gallery holds the Liquor Primary License for all events. Our bar service is provided by Lavish Liquid. Lavish Liquid provides very professional bartenders and specializes in signature cocktails, champagne towers and even delicious mocktails sure to impress your younger guests. For a full menu of delicious cocktails and a complimentary quotation on your bar service, please contact info@lavishliquid.com. Last call is at 12 am, with the bar closing by 12:15 am. There is no outside alcohol (including donated product or home-brew) permitted.

Lavish Liquid  
info@lavishliquid.com

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### Wine Partners

We are happy to provide BC wines on our preferred list. Our list is specially curated based on the excellence of each winery listed.

8th Generation  
Culimina Family Estate Winery  
Joie Farm Winery  
Poplar Grove Winery  
Laughing Stock Vineyards

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### Rentals and Décor

A&B Party & Event Rentals  
abpartytime.com

Pedersen's Rentals  
vancouver.pedersens.com

Bespoke Décor  
bespokedecor.ca

Loungeworks  
loungeworks.ca

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### Accommodation

Seaside Hotel  
seasidehotelvancouver.com

Pinnacle Hotel at the Pier Hotel  
pinnaclepierhotel.com

Lonsdale Quay Hotel  
lonsdalequayhotel.com

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### Audio Visual Items Available to Rent

Ceiling Mounted Projector \$250  
Staging - three 4' x 8' sections @ \$75 per deck

If you require string lights, projection, sound or lighting effects for your event, please contact Val at McHugh Productions, The Polygon's AV tech, for a quotation on her services.  
val@mchughproductions.com

(Included: Wireless microphone, and in house speakers)



## Enhance Your Event

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### Exhibition Tours

Private guided tours of The Polygon Gallery's exhibitions offer a unique opportunity for client hosting and team building. Led by highly trained Polygon Gallery docents, exhibition tours offer clients a cultural component to their event. \$200/per docent up to 4 hours.

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### Bridal Gifts

Looking for a special gift to give guests at your event? The Gallery Shop has a variety of unique and handcrafted items by Canadian artists. Talk to the Venue Rentals Manager about special orders, gift-wrapping, and discounts on client gifts for your event.

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### Gallery Shop and Bookstore

The Polygon Shop offers a carefully selected range of photographic products, in addition to design-focused homeware, jewelry, and gifts for all ages. Products are crafted by individual makers and collectives local to Vancouver and the North Shore, and sit alongside established international brands. \$120 for up to 4 hours access with an exclusive 10% discount to your guests

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### Client Gifts

With international photobooks, magazines, limited editions and postcards. The Polygon Gift shop and bookstore offer Great corporate gift giving and even better conversation starters when kept open for events! \$120 for up to 4 hours access with an exclusive 10% discount to your guests.

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### Additional Ways to Support The Polygon Gallery

Celebrate philanthropy at your event by asking guests to consider a donation to the Gallery in lieu of wedding gifts.

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### Booking The Polygon Gallery

We'd love to have your event with us! A non-refundable deposit equivalent to 50% of the rental fee and a signed contract will confirm the booking. The remaining room rental balance must be paid in full 30 days prior to your event. AV usage, Socan and Resound fees and liquor consumption will be invoiced immediately following the event.

To book a site visit or check availability, please contact:

Jessica Walker,  
Venue Rentals Manager  
604-986-1351 ext119

rentals@thepolygon.ca  
thepolygon.ca/rentals  
101 Carrie Cates Court North Vancouver,  
BC V7M 3J4

