FESTIVAL OF LIGHTS
VANDUSEN BOTANICAL GARDEN
2021 Rental Brochure
Thank you for considering VanDusen Botanical Garden for your upcoming holiday event.

VanDusen Festival of Lights will take place from Nov. 26, 2021 to Jan. 3, 2022 (Closed Dec. 25, 2021).

The Floral Hall and Cedar Room are available for event rentals and those who book events during VanDusen Festival of Lights have the option to purchase discounted night-of tickets for their guests to enjoy the magical light show display.

Half-hour entry times and online ticketing for Festival of Lights will be in place this year to ensure the event can be experienced safely. The first entry time is from 4pm to 4:30pm and the last from 8:30pm to 9pm. The garden closes at 9:30pm.

Please note that proof of full vaccination (both doses) and government-issued photo identification will be required for admittance to the light show and event rental areas (Youth aged 12 - 18 do not need to provide photo ID). Masks are also mandatory indoors at all times, with the exception of those under the age of 5.

Please review pricing and rental guidelines based on the current Provincial Health Orders. Should there be any updates to the health orders regarding capacity or event guidelines, we will advise accordingly.

We appreciate your understanding with these changes and we are so excited for the opportunity to host your event this year!
### Pricing + Event Capacity

Please Be Advised: Per the current Provincial Health Orders, table seating must be provided for events that wish to serve alcohol and dancing is not permitted. Masks are also mandatory indoors at all times unless eating or drinking (with the exception of those under the age of 5).

<table>
<thead>
<tr>
<th><strong>Floral Hall Rental Fee</strong></th>
<th><strong>Includes:</strong></th>
</tr>
</thead>
</table>
| $1,395 + GST              | - 8 hr room usage; inclusive of set up & take down (recommended 2pm-10pm)  
- 10% discount ticket promo code for online ticket booking  
  Note: Code can only be used toward tickets for event date  
- Decor: The Floral Hall will have some décor along the south window wall, as well as ceiling drapery. The entrance way leading into Floral Hall will be decorated with lights (all additional décor to be arranged by the client)  
- Small kitchenette area (large fridge, sink, microwave - no stove/oven)  
- Site is fully wheelchair accessible |

| **Floral Hall Capacity** | **Sit-down reception**: Maximum 120 people - alcohol service permitted  
**Recommended event style by Public Health** |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cedar Room Rental Fee</strong></td>
<td><strong>Includes:</strong></td>
</tr>
</tbody>
</table>
| $470 + GST              | - 8 hr room usage; inclusive of set up & take down (recommended 2pm-10pm)  
- Personal 10% discount ticket promo code for online ticket booking  
  Note: Code can only be used toward tickets for event date  
- Decor: None (all décor to be arranged by the client)  
- Site is fully wheelchair accessible  
- Ideal space for caterers, storage area, or family room when booking Floral Hall |

| **Cedar Room Capacity** | **Sit-down reception**: Maximum 20 people - alcohol service permitted  
**Recommended event style by Public Health to ensure guest health/safety** |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Optional Extras</strong></td>
<td><strong>Virtual Tour</strong> Please visit our Google Photo Album for more images and videos of the Floral Hall &amp; Cedar Room (best viewed in Chrome or Safari)**</td>
</tr>
<tr>
<td>LCD Projector Fee</td>
<td>$100+GST</td>
</tr>
<tr>
<td>Booking Extension</td>
<td>$100+GST/hr - with latest exit time of 1am (including move out)</td>
</tr>
</tbody>
</table>

* Capacity based on current COVID-19 Provincial Health Orders.
**TICKET DETAILS**

## FESTIVAL OF LIGHTS TICKET PRICING

<table>
<thead>
<tr>
<th>Category</th>
<th>Ticket Price incl. fees &amp; tax</th>
<th>Standard Ticket Price incl. fees &amp; tax</th>
<th>Rental Ticket Price with 10% discount code incl. fees &amp; tax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult (19-64)</td>
<td>$17.50</td>
<td>$19.91</td>
<td>$18.03</td>
</tr>
<tr>
<td>Senior (65+) / Youth (13-18)</td>
<td>$13.25</td>
<td>$14.50</td>
<td>$13.86</td>
</tr>
<tr>
<td>Child (5-12)</td>
<td>$10.25</td>
<td>$11.50</td>
<td>$10.96</td>
</tr>
<tr>
<td>Children 4 and younger</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

## DISCOUNT CODE / TICKET INFO

- Unique 10% online discount code will be created for each event booking and code can be applied to all ticket categories.
- Code will be valid for event night only tickets and tickets must be purchased online.
- There are no hard-copy tickets available.
- All attendees will need to be emailed their ticket or provided a printed copy and must present it for scanning from a mobile device or the printed version upon entry.
- Proof of full vaccination and government-issued photo identification must be presented upon entry to the event (Youth aged 12 - 18 do not need to provide photo ID).
- Proof of full vaccination and government issued photo identification will also be checked upon arrival at the rental hall.
**Booking Confirmation** - A $500 reservation fee/deposit is required to confirm a booking and a $10.00 SOCAN fee is charged if music is played.

**Masks** - Masks are mandatory indoors at all times, with the exception of those under the age of 5. Masks may only be removed when consuming food or beverages while seated at a table.

**Proof of full vaccination (both doses)** - Vaccine card and government-issued photo ID will be checked upon arrival at the rental hall (Youth aged 12 - 18 do not need to provide photo ID). It is the responsibility of the event organizer to ensure all attendees are aware of this requirement.

**Seating** - Alcohol service is only permitted if seating is available for all attendees. Seated receptions are the recommend event style per Public Health at this time.

**Self-serve food/beverage stations** - Must have alcohol-based sanitizers within easy reach of the station as well as signs reminding participants to wash or sanitize their hands before touching self-serve food, drink or other items. Signage to be arranged by client or caterer.

**Catering** - Any caterer may be used when booking the Floral Hall or Cedar Room. Catered events in Floral Hall must include a Cedar Room booking to ensure there is enough space for catering staff to safely prepare food.

**WiFi** - Free WiFi access is offered with the VanWiFi and VanDusen networks. No password is required.

**Liability Insurance** - All events require liability insurance with the “City of Vancouver and its Board of Parks & Recreation” named as additional insured. If alcohol is being served at the event, $5 million in liability coverage is required. For events without alcohol, $2 million in liability coverage is required.

**Liquor Service / Set Up & Take Down / Garbage** - A special occasion license is required for any events serving alcohol. Clients are responsible for set up and take down within the booking time frame, and garbage must be sorted into four stream waste bins provided. Any excess garbage to be bagged for disposal.

**Included items upon request for Indoor Rentals:**
• 2.5’ x 6’ rectangular tables & black padded chairs
• sound system (Floral Hall only)
• podium
• LCD projector (available for rent - $100+GST)
• coffee & hot water urns (urns only; all additional supplies such as coffee grounds, tea, cups etc. to be arranged by renter)
• microphone (Floral Hall only)
• kitchenette area (Floral Hall only)

**Drone / Animal Policy** - Drone photography/videography is not permitted on site. Pets are not permitted. Working guide and service dogs are welcome.
Thank you for your interest in hosting an event at VanDusen Botanical Garden. Should you have additional questions, wish to check availability, or like to confirm a date, please send us an email.

We look forward to working with you!

**Facility Rentals**  
Office: (604) 257-6915 / Fax: (604) 257-8679  
VanDusenRentals@vancouver.ca  
vandusengarden.ca

**VIRTUAL TOUR LINK + CONTACT INFO**

Enjoy a virtual tour by clicking the buttons or visiting the websites below.

- **Floral Hall Virtual Tour**  
  bit.ly/FloralHallVD

- **Cedar Room Virtual Tour**  
  bit.ly/CedarRoomVD

Thank you for your interest in hosting an event at VanDusen Botanical Garden. Should you have additional questions, wish to check availability, or like to confirm a date, please send us an email.

We look forward to working with you!