WE INVITE YOU TO CONSIDER OUR GALLERY FOR YOUR WEDDING.
Find yourself at the intersection of art and coffee as the MacKenzie Art Gallery's new café and programming space. It is a place to engage the senses, a place to meet, exchange, discuss and build our communities.

Craft Services menu includes all-day breakfast and lunch every Tuesday to Saturday, as well as thoughtful and creative dinner specials every Thursday evening. Breakfast specials are created every Saturday, and baking and refreshments are available on Sundays.
ABOUT THE MACKENZIE ART GALLERY
The MacKenzie Art Gallery is Saskatchewan’s original public art gallery, an immersive centre for engaging people through transformative experiences of the world through art, with an ongoing focus on Indigenous culture and diversity. The MacKenzie is located in Regina’s Wascana Park, Canada’s largest urban park and home to the Provincial Capital Commission. It is located within Treaty Four territory, the traditional territory of the Cree, Saulteaux, Lakota, Dakota, and Nakota people, and the homeland of the Métis Nation. The permanent collection, which includes the University of Regina’s extensive collection as well as the Kampelmacher Collection of Indigenous Art, contains over 5,000 works of art spanning 5,000 years of art history.

5,000 WORKS SPANNING 5,000 YEARS — YOU MIGHT NEED TO LOOK AGAIN.

WEDDINGS AT THE MACKENZIE ART GALLERY
The MacKenzie Art Gallery provides a beautiful and unique setting for wedding ceremonies and receptions. Renowned not only for its unparalleled collections, but also for its grand physical space. Located in the T.C. Douglas Building, the MacKenzie offers incomparable settings with unique facilities and views of the beautifully landscaped Wascana Park. This prime locale maintains a close proximity to Regina’s vibrant downtown core, offering access to walking trails and bike paths.

Book your wedding reception in one of our beautiful spaces. The Mackenzie offers private event rentals for the purpose of generating additional operating funds to support the Gallery’s exhibitions and programs.
CEREMONY, DINING & DANCING
Package features use of the Shumiatcher Theatre for your ceremony and the Agra Torchinsky Salon for dining and dancing.

PACKAGE INCLUDES
- Rental space on the day prior to event from 1 to 5:30 PM
- PA system with amplifier, two speakers and mixing board
- Podium with integrated microphone
- Wired or wireless microphone (1)
- Up to 4 plinths for your decorating needs
- Up to 6 risers for your head table
- Tables for Gifts & Guestbook
- 2 portable bars
- After-hours security from Gallery close until 2:00 am
- Set-up and breakdown services for tables, chairs and Gallery provided equipment (6 hours maximum)
- Dance floor not included

EVENT BOOKING RATES
$3,000
* All prices are subject to change.

CAPACITY
- Ceremony 185
- Seated Banquet Dinner 150

DINING & DANCING
Package features use of the Agra Torchinsky Salon for dining and dancing.

PACKAGE INCLUDES
- Rental space on the day prior to event from 1 to 5:30 PM
- PA system with amplifier, two speakers and mixing board
- Wired or wireless microphone (1)
- Up to 4 plinths for your decorating needs
- Up to 6 risers for your head table
- Tables for Gifts & Guestbook
- 2 portable bars
- After-hours security from Gallery close until 2:00 am
- Set-up and breakdown services for tables, chairs and Gallery provided equipment (6 hours maximum)
- Dance floor not included

EVENT BOOKING RATES
$2,700
* All prices are subject to change.

CAPACITY
- Ceremony 185
- Seated Banquet Dinner 150
CEREMONY & COCKTAILS
Package features use of the Agra Torchinsky Salon for your ceremony and cocktail reception.

PACKAGE INCLUDES
- Rental space on the day prior to event from 1 to 5:30 PM
- PA system with amplifier, two speakers and mixing board
- Wired or wireless microphone (1)
- Up to 4 plinths for your decorating needs
- Up to 6 risers for your ceremony
- Tables for Gifts & Guestbook
- 2 portable bars
- After-hours security from Gallery close until 2:00 am
- Set-up and breakdown services for tables, chairs and Gallery provided equipment (6 hours maximum)
- Dance floor not included

EVENT BOOKING RATES
$1,900

* All prices are subject to change.

CAPACITY
Ceremony with cocktail reception 150

CEREMONY
Package features use of the Agra Torchinsky Salon for your ceremony.

PACKAGE INCLUDES
- Rental space on the day prior to event from 1 to 5:30 PM
- PA system with amplifier, two speakers and mixing board
- Wired or wireless microphone (1)
- Up to 4 plinths for your decorating needs
- Up to 6 risers
- Tables for Gifts & Guestbook
- Set-up and breakdown services for tables, chairs and Gallery provided equipment (6 hours maximum)
- Dance floor not included

EVENT BOOKING RATES
$1,200

* All prices are subject to change.

CAPACITY
Ceremony 250

* All prices are subject to change.
AGRA TORCHINSKY SALON

Space Sq. Ft. Boardroom Classroom Hollow Square U-shape Theatre Banquet Cocktail
AGRA TORCHINSKY SALON 4,519 30 80 n/a 24 200 200 400

FEATURES
Kitchen
Access to second-floor Gallery spaces is complimentary for all rentals during Gallery hours

SHUMIATCHER THEATRE

Space Sq. Ft. Boardroom Classroom Hollow Square U-shape Theatre Banquet Cocktail
SHUMIATCHER THEATRE 2,798 n/a n/a n/a n/a 185 n/a n/a

FEATURES
19’ x 38’ stage
14’ Projection screen
Sound system & Theatre lighting
Access to second-floor Gallery spaces is complimentary for all rentals during Gallery hours
BOOKING GUIDELINES

The function contract supersedes all policies and procedures.

COMPLIMENTARY SERVICES/INCLUSIONS
1. Set-up and take-down of rental space requirements
2. Available furnishings, i.e. tables, chairs
3. Audio-visual and equipment (see page 14)

ADDITIONAL CHARGES (IF APPLICABLE)
1. Additional security
2. Event technician
3. SOCAN and Re: Sound legislated music fee

SECURITY
1. Security is mandatory for events taking place outside of MacKenzie hours at a rate of $75/hour for main floor events and $100/hour for second floor events (security fees double on statutory holidays). Taxes additional.

MACKENZIE ART GALLERY HOURS OF OPERATION
Administration hours
8:30 AM to 4:30 PM; Monday – Friday

Gallery
8:30 AM to 5:30 PM on Monday
8:30 AM to 5:30 PM on Tuesday, Wednesday, Friday
8:00 AM to 5:30 PM on Thursday
10:00 AM to 5:30 PM on Saturday
12:00 PM to 5:30 PM on Sunday and statutory holidays.

PARKING
1. Parking is available in the TC Douglas Building Parking Lot 1 for weekday rentals up to a maximum of 50 parking spots.
2. Weekend, holiday and evening parking is unrestricted and available in the TC Douglas Building Parking Lot 2 and Lot 3.

AUDIO VISUAL & EQUIPMENT
1. Please see page 14 for available audio-visual/equipment.
2. A MacKenzie Event Technician is required for rentals that include the following: adapting lights package; Loading Dock use; Shumacher Theatre audio-visual beyond a single microphone. The hiring of a MacKenzie Event Technician can be coordinated a minimum of two weeks prior to the booking date with the Events & Rentals Coordinator.

SOCAN & RE: SOUND FEES
1. SOCAN (Society of Composers, Authors and Music Publishers of Canada) and Re: Sound fees are applicable to all functions where live or reproduced music is played.
2. The fee amount will be determined based on the venue capacity.
3. For more information about these tariffs please visit www.socan.ca and www.cb-cda.gc.ca.

BOOKING GUIDELINES

DECOR
1. The MacKenzie does not provide linens, silverware or tableware.
2. Please be aware that the use of the following items is strictly prohibited: placement of nails, hooks, tacks, screw, or other fasteners into any part of the MacKenzie facilities; confetti, rice, bird seed, rose petals, glitter, fake snow, bubbles, sparklers and candles; special permission must be obtained when using fur, skin, hair, feathers, greases, hay, and/or materials that have been stored outside or in a garage as these all have the potential to harbor insect types which can be harmful to the artwork; aerosol products (i.e. hairspray, spray glue, spray glitter, smoke, fog or hazer machines).

OFF-SITE CATERING
1. All food items must be purchased product or supplied by a Caterer due to provincial health regulations. Caterers must be licensed.
2. The Renter is solely responsible for applying for, obtaining, displaying and complying with the terms of a Saskatchewan Liquor and Gaming Authority permit.

DELIVERIES
1. A formal appointment must be made at minimum 5 business days prior to the rental date with the Events & Rentals Coordinator for any deliveries.
2. Under special circumstances and dependent on availability, use of the MacKenzie Loading Dock can be arranged a minimum of two weeks prior to the rental date. A Loading Dock technician fee of $35.00/hr would apply.
3. Please note that access will be denied if appropriate arrangements have not been made.

BOOKING GUIDELINES

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PHOTOGRAPHY
1. Photography is permitted in the rental spaces. Use of the TC Douglas Building Atrium for group photographs is on a first-come, first-served basis and cannot be booked. The exhibition galleries may not be used for photo sessions.

PERMITS AND CERTIFICATES
1. Renter must provide a certificate of liability insurance for events where alcohol will be served. 2. A Saskatchewan Liquor and Gaming Authority event liquor permit must be coordinated and secured by the Renter with Craft Services/Caterer.

PARKING AND DAMAGE DEPOSIT
1. A damage deposit of 50% of the rental rate is required at the time of contract signing. If unplanned fees are not incurred, the damage deposit will be returned to the client.
2. The full rental fee and additional charges is due a minimum of 2 business days prior to the rental date.

CANCELLATION POLICY
1. If either party cancels this Contract more than thirty (30) days before the commencement of the Rental Period, the Deposit will be returned to the Renter less a $50 administration fee.
2. If the Renter cancels this contract thirty (30) days or less prior to the commencement of the Rental Period, the MacKenzie will retain the Damage Deposit.

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AV EQUIPMENT & LABOUR

TECHNICAL EQUIPMENT
Podium with microphone
Podium without microphone
Wired microphone with stand
Wireless microphone
Laptop
Projector
Projector cart with skirt and AC
Tripod projector screen
Wireless presentation remote
Two speaker sound package
Self-powered speaker on stand
DVD player/CD player
Teleconference phone
Wireless
Wired internet
Power bar/extension cord

TECHNICAL EQUIPMENT FOR MEETING ROOMS ONLY
Projector & Screen (Room 1 only)
Panel Screen
Video Conferencing (Room 1 only)

EVENT SUPPORT ITEMS
Easel
Flipchart & markers
Riser (6 max)

LABOUR
Event Technician per hour $35 (min 3 hour)

TERMS AND CONDITIONS
Including labour pay at double the above rate.

CRAFT SERVICES CAFÉ CATERING

Due to Covid-19 the Café is temporarily closed to the public and is not available for catering. Please discuss with our Events & Rentals Coordinator use of an off-site caterer.

Craft Services is the on-site supplier of all food and beverage items for catered events at the MacKenzie. No outside food and beverage will be allowed without the prior approval of the Events & Rentals Coordinator.
Please note that all prices are subject to change.

EXHIBITION TOUR (maximum 25 people)
30 minute tour for $80
Take full advantage of the MacKenzie’s facilities and resources by taking a private guided tour of our current exhibitions.

EXHIBITION ACCESS (maximum 25 people)
Hourly for $50
Keep the current exhibitions open to your guests for their viewing pleasure.

CONTACT
E events@mackenzie.art
T 306 584 4259 EXT 4259
"THE MOST INTERESTING THINGS IN GALLERIES ARE THE PEOPLE."
BORIS GROYS

FOR MORE INFORMATION CONTACT

E events@mackenzie.art
T 306 584 4250 EXT 4259
mackenzie.art

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Regina, SK
S4S 6X6 Canada