



MACKENZIE ART GALLERY CAFÉ

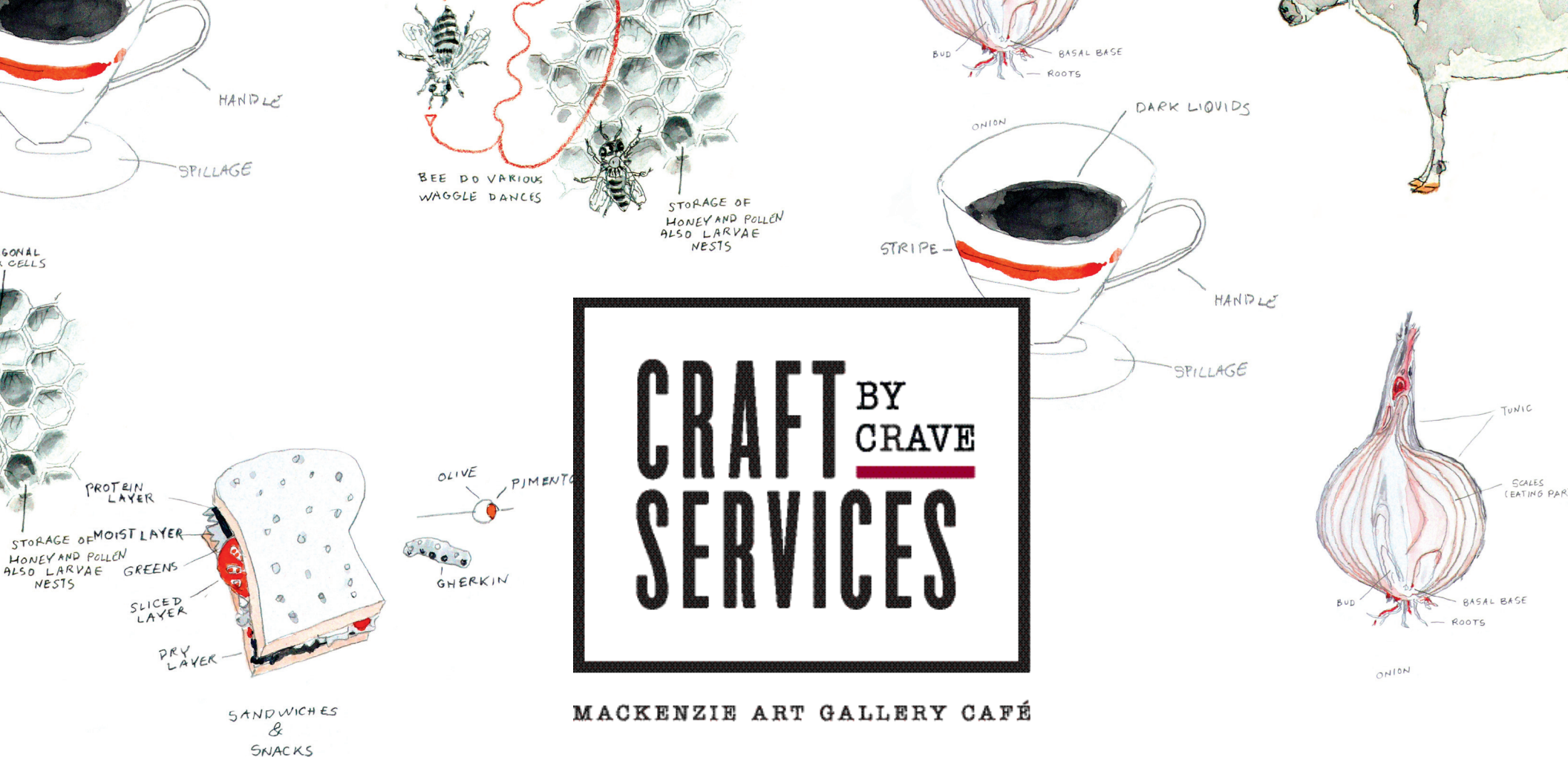
## FACILITY RENTALS

with Craft Services by Crave  
at the MacKenzie Art Gallery

LET CRAFT SERVICES BY CRAVE MAKE YOUR NEXT EVENT AT THE  
MACKENZIE ART GALLERY A WORK OF ART.



MACKENZIE ART GALLERY  
MUSÉE D'ART MACKENZIE



The MacKenzie Art Gallery is delighted to partner with Crave Kitchen + Wine Bar—the new vendor for Craft Services Café! Opening Tuesday, September 21, visitors are welcome to enjoy Crave’s elegantly prepared, decadent food and drink selection—an unforgettable art and culinary experience awaits!

Accompanying the *Bill Burns: Bird Radio & the Eames Chair Lounge*, Craft Services Café is an innovative engine for the creative industries, where every facet of the creative space intermingles to create a transformative experience. Working with fresh, quality ingredients, Crave Kitchen + Wine Bar is known for creating dishes that highlight Saskatchewan and Canadian products using classic culinary techniques with a modern approach—coming together to produce something inspired. We are thrilled to have them filling this space in Craft Services Café as the new exclusive provider of food services and facility bookings at the MacKenzie!

OPEN TUESDAY – SUNDAY & LATE ON THURSDAYS!

[mackenzie.art](http://mackenzie.art)

About the MacKenzie Art Gallery	1
Facility Rentals at the MacKenzie	2
Agra Torchinsky Salon	3
Meeting Rooms	5
Shumiatcher Theatre	7
Classroom	9
Renting At-A-Glance	11
Booking Guidelines	12
AV Equipment & Labour	14
Floor Plans	15
Craft Services by Crave Catering	17
Add-ons For Your Rental	18

### FOR MORE INFORMATION CONTACT

**E** [events@mackenzie.art](mailto:events@mackenzie.art)  
**T** 306-526-3070  
**mackenzie.art**

MacKenzie Art Gallery  
3475 Albert Street  
Regina, SK  
S4S 6X6 Canada

#### GALLERY HOURS

Monday Closed  
Tues, Wed, Fri  
10 AM - 5:30 PM  
Thursday 10 AM - 9 PM  
Sat & Sun 11 - 5:30 PM

#### CRAFT SERVICES CAFÉ HOURS

Monday Closed  
Tues, Wed, Fri  
8 AM - 4 PM  
Thursday 8 AM - 9 PM  
Sat & Sun 11 AM - 4 PM





## 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.**



## FACILITY RENTALS AT THE MACKENZIE ART GALLERY

Let Craft Services by Crave make your next event at the MacKenzie Art Gallery a work of art! With five accommodating spaces available, the MacKenzie Art Gallery provides a one-of-a-kind setting for meetings, celebrations, and other events.

Located in Wascana Park, the Gallery offers the best of both worlds, with access to walking trails and bike paths, as well as proximity to Regina's vibrant downtown core. Every reservation at the MacKenzie helps to support the Gallery's renowned public programs and exhibitions, giving back to our communities in Regina and across the province.





AGRA TORCHINSKY SALON

Large picture windows illuminate the room with natural light, offering a striking view of the pines and green space at the Gallery’s entrance. The Agra Torchinsky Salon is a long, light-filled space with endless entertaining possibilities.

Get your meeting out of the boardroom and into a space perfectly suited for inspired ideas and planning sessions. Your attendees will be more engaged and creative when energized by the natural light on the gallery level of the MacKenzie.

PERFECT FOR

Receptions, Special Events, Weddings, Meetings

EVENT BOOKING RATES

Day	\$600
Evening	\$950

Not-for-profit discount of 20% will be applied to those companies who qualify.

Our evening rate includes security until 10 PM. Each additional hour after 10 PM is \$110 per hour (taxes additonal). All prices are subject to change.

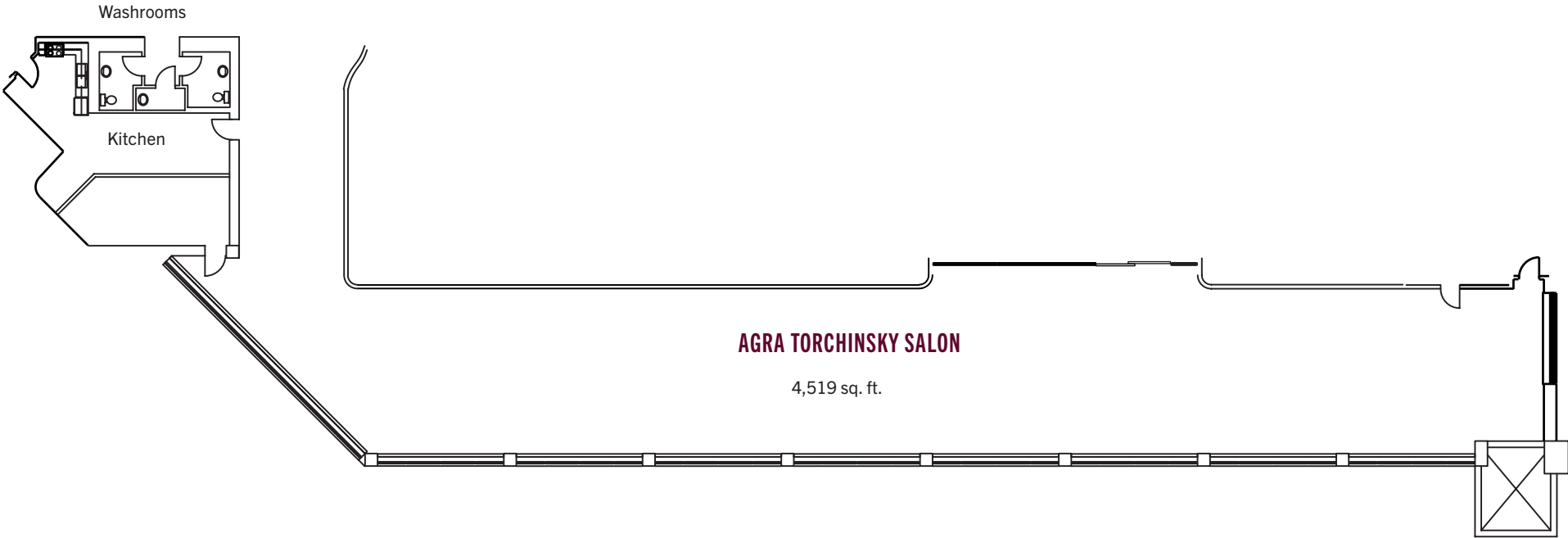
MEETING RATES

Meeting (50 people and under)	\$400
Meeting (over 50 people)	\$600

Not-for-profit discount of 20% will be applied to those companies who qualify.

Available during regular Gallery hours. For access before or after hours please refer to our hourly security fee of \$110 (taxes additonal). 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	150	300

FEATURES

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





MEETING ROOMS

The MacKenzie is proud to offer two new meeting rooms that can accommodate any meeting, workshop or training session. The meeting rooms can be booked individually or together, and the internal wall can be opened, providing an expanded space that is perfect for larger meetings or small events. State-of-the-art equipment will enhance all of your needs.

PERFECT FOR

Meetings, Workshops, Presentations

RATES

Meeting Room 1	\$250
Meeting Room 2	\$250
Meeting Room 1 & 2	\$400

Not-for-profit discount of 20% will be applied to those companies who qualify.

Available during regular Gallery hours. For access before or after hours please refer to our hourly security fee of \$85 (taxes additonal). All prices are subject to change.

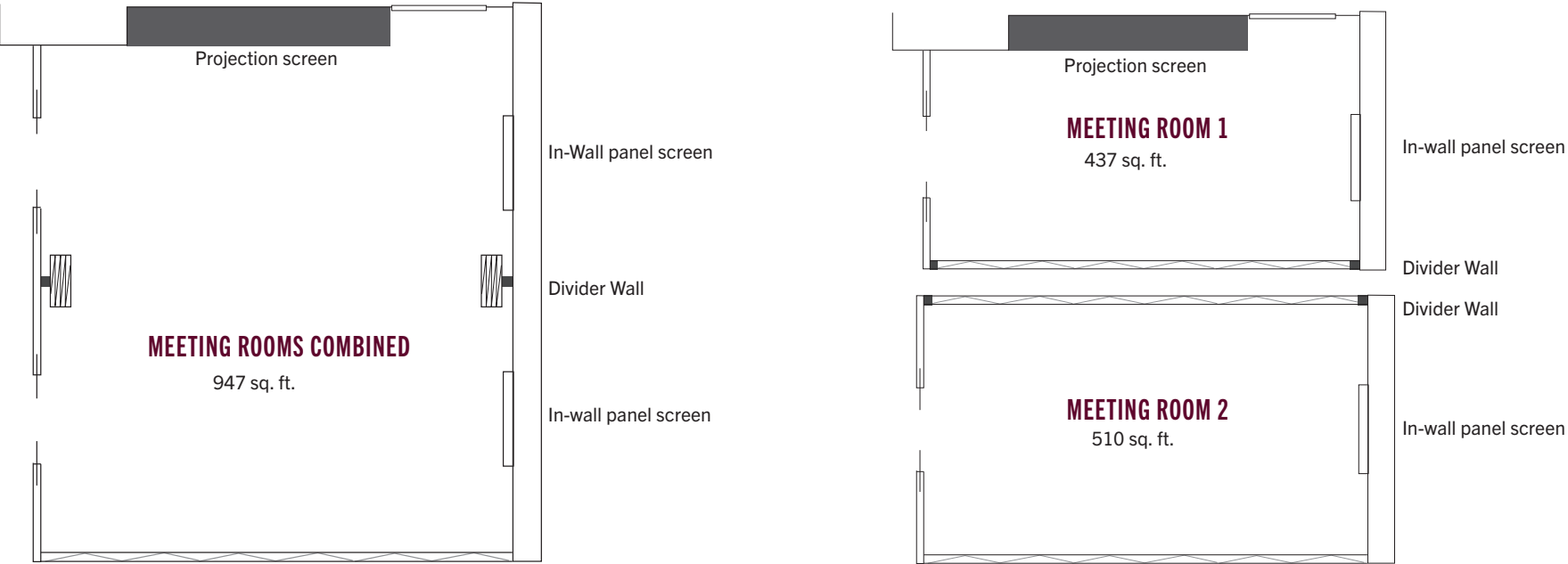
MACKENZIE CAFÉ EVENING RENTAL RATE

Café Rental	\$550
-------------	-------

Not-for-profit discount of 20% will be applied to those companies who qualify.

Limited availability; access from 5 - 10 PM. For access after hours please refer to our hourly security fee of \$85 (taxes additonal). All prices are subject to change.

MEETING ROOMS



Space	Sq. Ft.	Boardroom	Classroom	Hollow Square	U-shape	Theatre	Banquet	Cocktail
MEETING ROOM 1	437	20	12	n/a	n/a	20	n/a	n/a
MEETING ROOM 2	510	20	12	n/a	n/a	20	n/a	n/a
MEETING ROOM COMBINED	947	20	24 - 32	24	22	40	n/a	30-40

FEATURES

- Meeting Room 1: projector, projection screen, video conferencing, in-wall panel screen
- Meeting Room 2: in-wall panel screen
- Meeting Room Combined: projector, projection screen, two in-wall panel screens
- Access to second-floor Gallery spaces is complimentary for all rentals during Gallery hours





SHUMIATCHER THEATRE

Tiered seating and a 14-foot screen make the Shumiatcher Theatre the ideal spot for presentations, lectures, and film screenings. Hold your performances on the 19’ x 38’ stage with the added amenities of a sound system, green room, and theatre lighting.

PERFECT FOR

Performances, Presentations, Film Screenings

DAY RATE

Regular	\$550
Green Room	\$85

Not-for-profit discount of 20% will be applied to those companies who qualify.

MacKenzie Event Technician required for most theatre rentals (see page 14). Available during regular gallery hours. For access before or after hours please refer to our hourly security fee of \$85 (taxes additonal). All prices are subject to change.

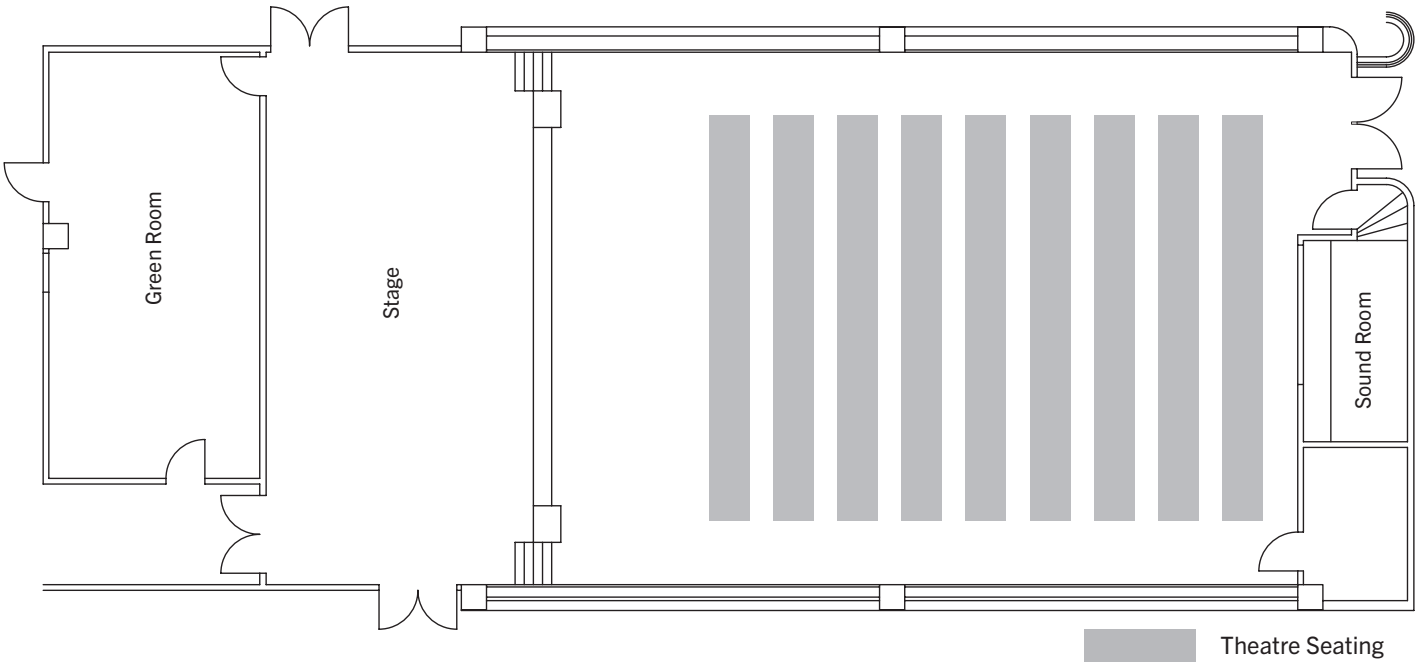
EVENING RATE

Regular	\$850
Green Room	\$85

Not-for-profit discount of 20% will be applied to those companies who qualify.

MacKenzie Event Technician required for most theatre rentals (see page 14). Available during regular gallery hours. For access before or after hours please refer to our hourly security fee of \$85 (taxes additonal). All prices are subject to change.

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	150	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







CLASSROOM

The Classroom, right around the corner from the BMO Learning Centre, is set up to encourage group communication and participation. This space is well suited for workshops and training sessions.

PERFECT FOR

Meetings, Workshops, Training Sessions

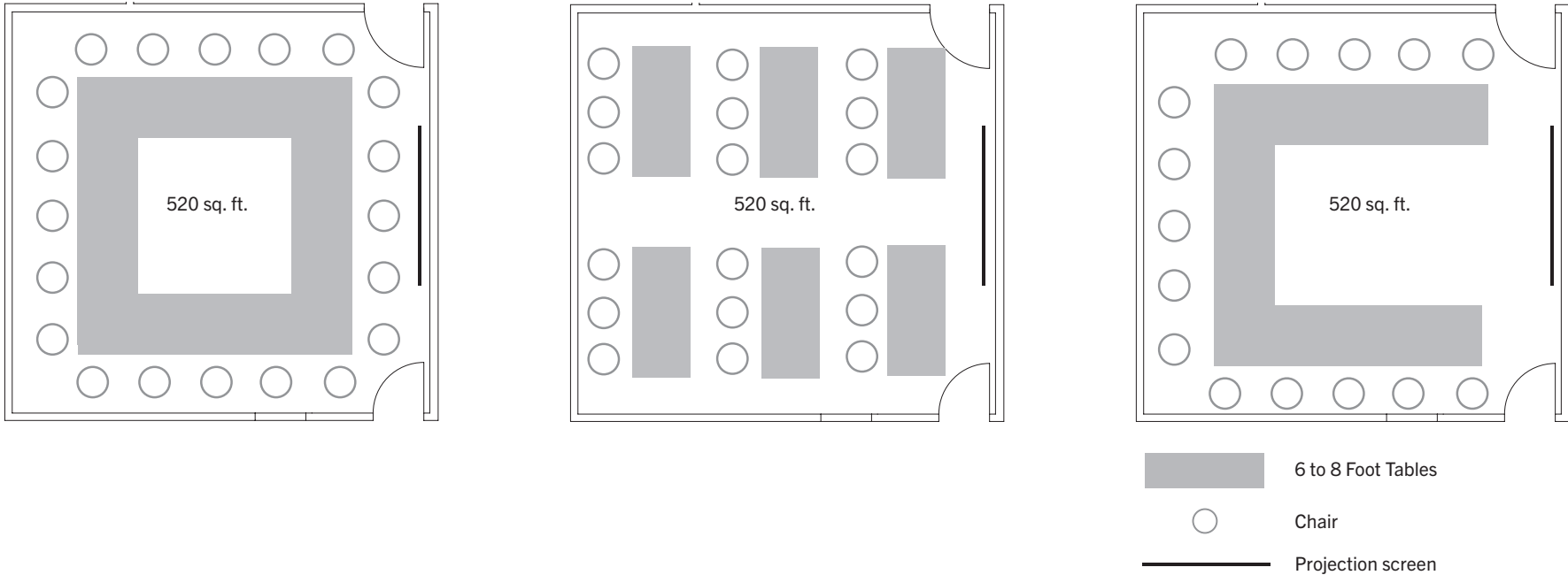
RATE

Regular                \$200

Not-for-profit discount of 20% will be applied to those companies who qualify.

Available during regular Gallery hours. For access before or after hours please refer to our hourly security fee of \$85 (taxes additonal). All prices are subject to change.

CLASSROOM



Space	Sq. Ft.	Boardroom	Classroom	Hollow Square	U-shape	Theatre	Banquet	Cocktail
CLASSROOM	520	12	16	20	15	24	n/a	n/a

FEATURES

- Projection screen
- Access to second-floor Gallery spaces is complimentary for all rentals during Gallery hours



RENTING AT-A-GLANCE

Space	Sq. Ft.	Boardroom	Classroom	Hollow Square	U-shape	Theatre	Banquet	Cocktail
AGRA TORCHINSKY SALON	4,519	30	80	n/a	24	200	150	300
SHUMIATCHER THEATRE	2,798	n/a	n/a	n/a	n/a	150	n/a	n/a
MEETING ROOM 1	437	20	12	n/a	n/a	20	n/a	n/a
MEETING ROOM 2	510	20	12	n/a	n/a	20	n/a	n/a
MEETING ROOM COMBINED	947	20	24 - 32	24	22	40	n/a	30-40
CLASSROOM	520	12	16	20	15	24	n/a	n/a

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 \$85/hour for main floor events and \$110/hour for second floor events (security fees double on statutory holidays). Taxes additional.

MACKENZIE ART GALLERY HOURS OF OPERATION

Administration Office hours  
8:30 AM to 4:30 PM; Monday – Friday

	Gallery	Craft Services Café by Crave
Mon	Closed	Closed
Tue	10:00 AM – 5:30 PM	8:00 AM – 4:00 PM
Wed	10:00 AM – 5:30 PM	8:00 AM – 4:00 PM
Thu	10:00 AM – 9:00 PM	8:00 AM – 9:00 PM
Fri	10:00 AM – 5:30 PM	8:00 AM – 4:00 PM
Sat	11:00 AM – 5:30 PM	11:00 AM – 4:00 PM
Sun	11:00 PM – 5:30 PM	11:00 PM – 4:00 PM

PARKING

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

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; Shumiatcher 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 Catering & Events Coordinator.

ENTANDUM FEES

- 1. Entandem fees, previously SOCAN and Re-Sound, 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](http://www.socan.ca) and [www.cb-cda.gc.ca](http://www.cb-cda.gc.ca).



BOOKING GUIDELINES

DÉCOR

- 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, screws, 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, quills, feathers, grasses, hay, wood 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).

DELIVERIES

- 1. A formal appointment must be made at minimum 5 business days prior to the rental date with the Catering & Events 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.

PAYMENTS & 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.

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
- Wireless wifi
- 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

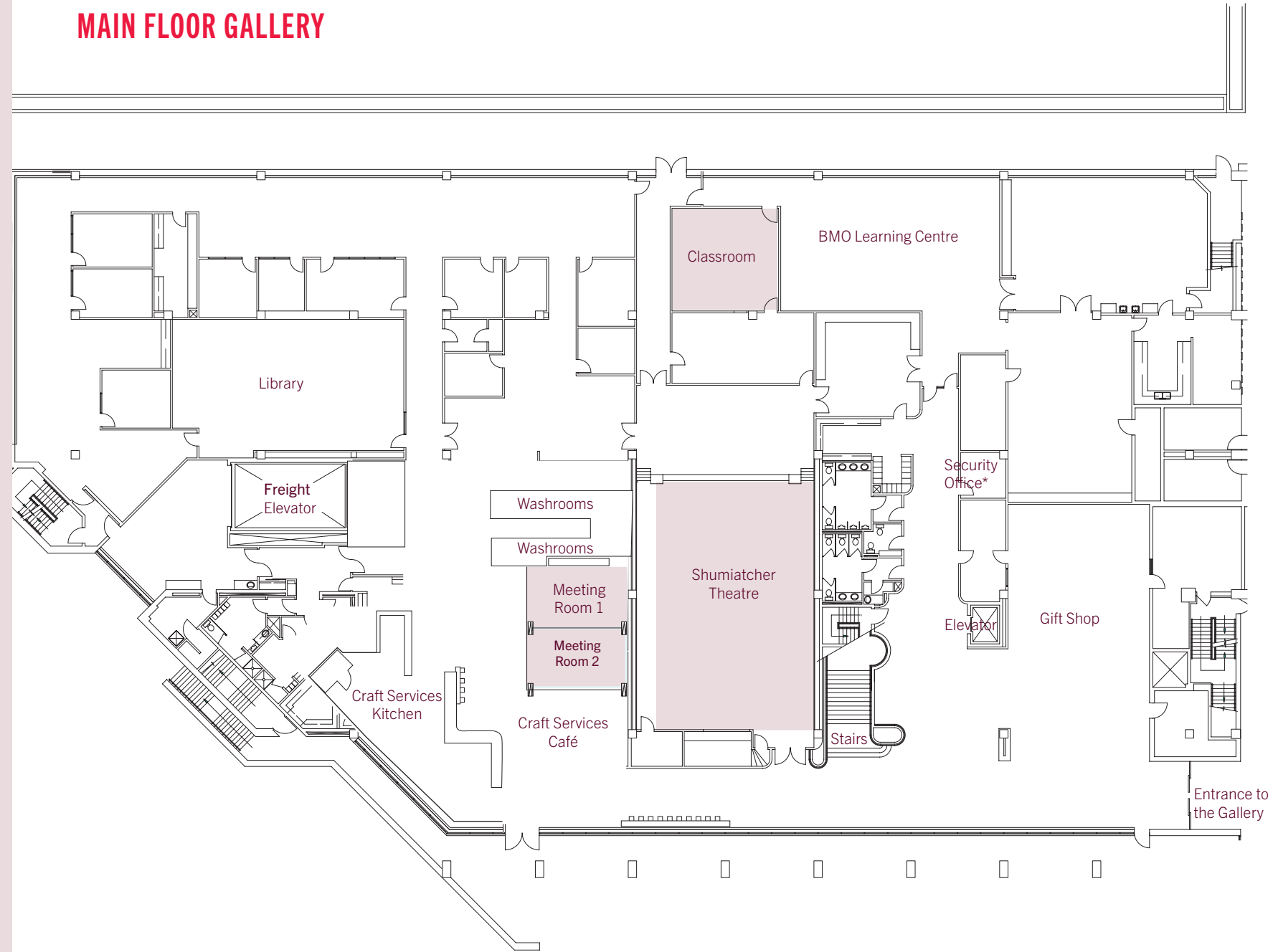
- Easel
- Flipchart & markers
- Riser (6 max)

LABOUR

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

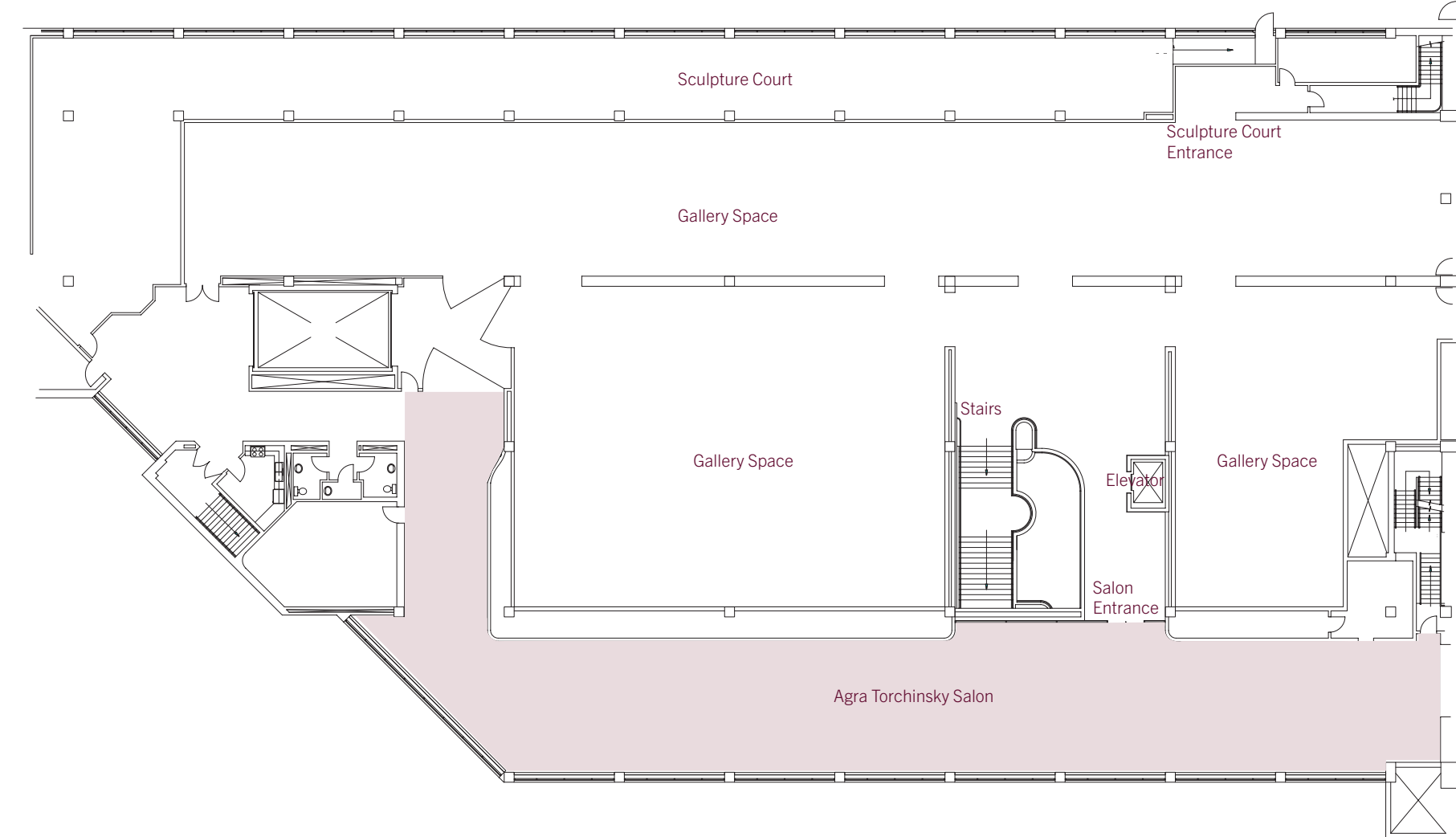
TERMS AND CONDITIONS  
Holiday Labour pay at double the above rate.

## MAIN FLOOR GALLERY



\*Please check into Security upon arrival

## SECOND FLOOR GALLERY





## CRAFT SERVICES BY CRAVE CATERING

Craft Services by Crave is the on-site provider of all food and beverage items for catered events at the MacKenzie. Rental reductions based on food and beverage purchase are not available.

[Download the catering menu](#)

### CONTACT

**E** [events@mackenzie.art](mailto:events@mackenzie.art) **P** 306-526-3070



## ADDITIONS THAT WILL MAKE YOUR EXPERIENCE ONE-OF-A-KIND

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.

**HANDS-ON ART ACTIVITY** (maximum 25 people)

**30 minute activity for \$100 or 60 minute tour and art activity for \$140**

Create a piece of art in our studio workshop. This is an interactive break, or team building experience.

**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](mailto:events@mackenzie.art)

**T** 306-526-3070

## THURSDAY NIGHTS AT THE MACKENZIE

The Gallery is open until 9 PM on Thursday evenings for an exploration of exhibitions and featured programs that are creative, playful, and engaging. Programming starts at 7 PM most Thursdays, with interactive experiences including artist and curator-led workshops, performances, film screenings, and dinner/drink specials in Craft Services.

## STUDIO SUNDAYS

Bring your family to the BMO Learning Centre to experience art in an interactive and fun environment. Facilitated workshops include activities like storytelling, experimenting with a variety of artistic techniques, and an exploration of creative practices from a variety of cultural perspectives.

# “THE MOST INTERESTING THINGS IN GALLERIES ARE THE PEOPLE.

BORIS GROYS

## FOR MORE INFORMATION CONTACT

E [events@mackenzie.art](mailto:events@mackenzie.art)

T 306-526-3070

[mackenzie.art](http://mackenzie.art)

Mackenzie Art Gallery  
3475 Albert Street  
Regina, SK  
S4S 6X6 Canada

## GALLERY HOURS

Monday Closed

Tuesday, Wednesday  
& Friday  
10 AM - 5:30 PM

Thursday 10 AM - 9 PM

Saturday & Sunday  
11 AM - 5:30 PM

## CRAFT SERVICES CAFÉ HOURS

Monday Closed

Tuesday, Wednesday  
& Friday  
8 AM - 4 PM

Thursday 8 AM - 9 PM

Saturday & Sunday  
11 AM - 4 PM

## CORE FUNDERS



Canada Council  
for the Arts

Conseil des Arts  
du Canada



City of Regina

