

Rental terms & conditions

Programming Hours:

Many heritage facilities are within or adjacent to residential communities. As a result, it is necessary to adhere to opening and closing hours of operation in an effort to ensure minimal disturbance to residents. Renters may operate their programs only between the hours of 9:00am and 10:00pm.

Security & Insurance:

Renters receive both keyed and alarm activated security system access to heritage buildings. It is highly recommended that appropriate insurance for artwork, artifacts and objects of value be acquired by users for the duration items will be displayed on City premises.

Receptions:

Receptions that meet site capacities may be hosted in heritage buildings or on surrounding grounds in conjunction with cultural programming. Kitchen facilities vary from site to site. Clients wishing to serve alcohol at receptions must acquire *Special Occasion Permits* from the Liquor Control Board of Ontario (LCBO) a minimum of 2 weeks in advance. Proof of *Special Occasion Permits* must be provided to the City.

Publicity:

Public programs, events and activities hosted by rental clients may be promoted on the City of Vaughan's website under the City of Vaughan *Calendar of Events*. In order to ensure the posting of events on the City website, City staff must be advised of your request for posting 3 weeks in advance of your event.

Vellore Cultural Interpretive Centre

9541 Weston Rd., Woodbridge (Rutherford Rd. & Weston Rd.)

Originally built as Vaughan Township Hall, this restored building features 2 programming areas on the main level. The principal room measures 42'x34' and a secondary room measures 30'x10'. No picture hanging system is installed here, but renters may bring their own easels and display fixtures. Lighting is limited to incandescent or fluorescent fixtures with no overhead tracks.

MAXIMUM INDOOR OCCUPANCY: 90 people

MAXIMUM OUTDOOR OCCUPANCY: 90 people

General rental information

- Building interiors feature intimate spaces that can accommodate small gatherings. Spacious grounds surround each property to provide ideal settings for outdoor programming and affiliated receptions.
- Event furniture (tables or chairs) is available upon request. Two users will be required to facilitate the installation, exhibition and removal of their own artwork and display systems; and similarly, manage the set-up and take-down of any teaching materials and reception items.
- Each heritage building is security activated by alarm systems and keyed access. Site amenities include wheelchair accessibility, washrooms, kitchen facilities, studio art sinks or cupboards and complimentary parking.
- Detailed information sheets can be obtained for each heritage site and are included in the application package available online or through the Cultural Services Division.

CS09418



Art exhibition + studio space rental program

Rental program overview

Art and culture are integral to healthy community living in the City of Vaughan. The City is committed to assisting in the development and promotion of local artists and cultural groups by providing them with affordable access to municipally-owned heritage buildings.

The City of Vaughan *Art Exhibition + Studio Space Rental Program* has been developed to provide artists, cultural and heritage groups with access to a number of City-owned heritage buildings and their surrounding grounds for self-generated cultural programs and activities.

City staff can assist facility renters in selecting appropriate heritage venues by matching programming requirements to individual site accommodations.

Upon request, staff can also provide advice on installing exhibitions and displays. Please contact Cultural Services at 905-832-8585 ext.8055 for more details.

Individual sites may be viewed independently by arranging security access through Facility Bookings, Recreation & Culture Department at 905-832-8500.

Booking Periods:

Minimum 6 consecutive days or maximum 13 consecutive days Tuesday to Sunday. Mondays are reserved for facility maintenance during 1-week rentals.

Rental Fees:

6-day rental: \$154.50 + HST

13-day rental: \$309.00 + HST

How to apply

The application process involves 2 steps:

1. Applications must be submitted to the City of Vaughan's Cultural Services Division, Recreation & Culture Department for review, approval and scheduling. Applicants will be notified of their status, and if approved, issued a rental contract.
2. Approved applicants will be required to liaise with the City's Facility Booking, Client Services Division to obtain a rental permit for each facility.

Applications must include the following:

1. A completed Application Form that clearly describes the intended programming purpose for which the heritage site will be used.

2. User Profile (i.e. biography for individuals, mission statements for groups or organizations)
3. Photo documentation that visually represents the range of work to be included in exhibitions or displays of art, craft or artifacts.

Applications will be reviewed and evaluated according to how well proposals meet programming criteria and suitability for heritage site specifications.

Eligibility criteria

Applicants wishing to participate in the *Art Exhibition + Studio Space Rental Program* must use facilities for arts, culture and heritage programs and events such as visual arts, performing arts or cultural heritage.

Examples of programming may include, but is not limited to, the following:

- individual and group art exhibitions or sales
- artifact or historic displays
- craft shows or sales
- cultural heritage displays or lectures or celebrations
- studio art lessons, clinics or workshops
- art appreciation seminars or lectures
- short-term artist in residence sessions
- music lessons and clinics for instrument or voice
- cultural fundraising events
- outdoor art-in-the-garden exhibitions or sales
- outdoor music concerts (meeting site capacity)
- outdoor receptions to complement indoor programming (meeting site capacity)
- Vaughan-based groups (minimum of 51% membership residing in Vaughan) or individuals receive priority booking consideration.
- Individual applicants must be 18 years of age or older. Group applicants must designate an individual who is 18 years of age or older to assume contractual responsibility for the rental.
- Proposals should encourage some level of community participation in art, culture or heritage activities.



ARMSTRONG ARTS & CULTURE CENTRE: Exterior

- Renters will be expected to comply with the City's terms and conditions of use for each facility and adhere to mandatory health, safety and City By-Law requirements.

Application packages (including all necessary forms and details on individual heritage sites) are available online at www.vaughan.ca under: [Recreation and Culture/Culture/Art Exhibition + Studio Space Rental Program](#), or may be requested by contacting Nadia Vidiri at 905-832-8585 ext. 7436 nadia.vidiri@vaughan.ca.

Heritage facilities

The following City-owned heritage buildings are available for rental. Please note that these facilities can accommodate displays or exhibitions using easels or self-supporting panels. **Picture hanging systems are available only at the MacDonald Art Centre.**

Facilities are to be used as is and are not to be retrofitted in any way by users, including placing nails into walls to hang works of art or displays. All sites are wheelchair accessible.

MacDonald Art Centre

121 Centre St., Thornhill (Yonge St. @ Centre St.)

Once home to the famed Canadian Group of Seven painters, J.E.H. MacDonald and his accomplished son, illustrator Thoreau MacDonald, this refurbished home situated on a picturesque 4-acre property, features 6 small programming rooms. The 2 principal rooms on the main level measure 20'x13' and 20'x10' while the 4 rooms on the upper level measure between 13'x9' and 13'x13'. A contemporary picture hanging system uses track lighting in all 6 programming rooms.

MAXIMUM INDOOR OCCUPANCY: 25 people
MAXIMUM OUTDOOR OCCUPANCY: 75 people

Armstrong Arts & Culture Centre

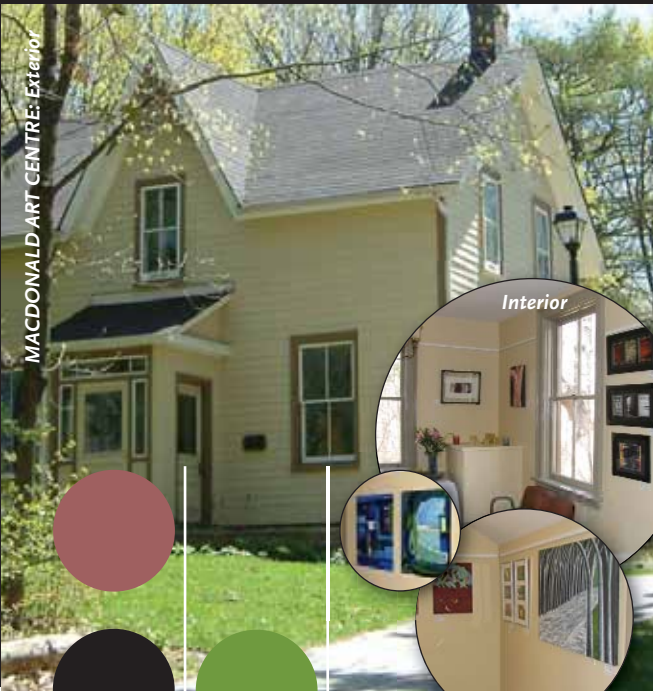
42 Old Yonge St., Thornhill (Yonge St. @ Centre St.)

This site was home to painter William Armstrong, a contemporary of several eminent mid 20th Century Canadian artists. Programming space is limited to the 3 small rooms on the main level of the house (with the largest measuring 19'x14'). Please note the upper level is leased to the Society for the Preservation of Historic Thornhill. Programming space is also available in the adjacent detached coach house that Armstrong used as his studio, which measures 22'x18'. No picture hanging system is installed in the main building or in the coach house, but renters may bring their own easels and display fixtures. Lighting is limited to incandescent or fluorescent fixtures with no overhead tracks.

MAXIMUM INDOOR OCCUPANCY: 20 people;
adjacent studio 15 people
MAXIMUM OUTDOOR OCCUPANCY: 60 people



MacDonald Art Centre
Exterior Grounds



Interior

MACDONALD ART CENTRE: Exterior