

Introducing Toronto's Newest Event Venue

561X2

Facility Rental Information

562 Church Street
Toronto, Ontario M4Y 2E3

P: 780.498.7298
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562church.com

welcome to Toronto's newest event venue

Located in the heart of Toronto's most vibrant community of Church and Wellesley, 562 Church Street is the ideal space for promoting products and services (pop up shops, art exhibits, retail displays) and holding private functions (meetings, birthdays). The event space is over 1,950 square feet — plenty of open space means plenty of options!

The space features:

- ▶ Located in the heart of The Village.
- ▶ High visibility from the street.
- ▶ Highly populated area.
- ▶ Access to a storage space, kitchen prep area and bathrooms (basement).
- ▶ Storefront customization.

562 Church Street is managed by ONE Property Management Limited Partnership. For more information, please visit www.oneproperties.com.

features

- ▶ 25' bar with 3 beer fridges beneath
- ▶ Hand washing sink
- ▶ Stainless steel ice basin
- ▶ Standard rail for liquor bottles
- ▶ 8' x 8' walk-in cooler in the kitchen
- ▶ Two sinks in the kitchen — one is strictly for hand washing and one is for prep
- ▶ Large dish washing sink with hand spray
- ▶ Two washrooms along with office and storage space are located in the basement



capacity

562 Church Street has space available to accommodate up to 149 people.

Maximum capacities are not guaranteed. These numbers can vary based on the setup of the room (ie. buffets, bars, AV equipment, etc.)

Dimension	Size (sq. ft.)	Ceiling	Banquet	Reception	Classroom
21' 9" x 50' 1"	1975	10'	112	140	128

rates

Bookings are on a first come - first serve basis.

Below are the hourly and daily rental rates for 2017:

1 to 3 hours		3 to 6 hours		All Day*	
Weekday	Weekend	Weekday	Weekend	Weekday	Weekend
\$50/hour	\$75/hour	\$45/hour	\$70/hour	\$600/day	\$900/day
Damage Deposit: \$150		Damage Deposit: \$175		Damage Deposit: \$200	

Please note: Monday, Tuesday, Wednesday and Thursday as considered weekdays. Friday, Saturday and Sunday are considered weekends.

*Evening events (6:00pm to close) are considered as All Day rentals.

Below are the weekly and monthly rental rates for 2017:

1 to 3 weeks	1 to 3 months	3 to 6 months	6 to 12 months
\$2,000 per week	\$6,000 per month	\$5,500 per month	\$5,000 per month
Damage Deposit: \$500	Damage Deposit: \$600	Damage Deposit: \$700	Damage Deposit: \$800

Below are the daily and weekly rental rates during special occasions/celebrations for 2017:

2-6 days	1 to 3 weeks
\$1,500 per day	\$9,500 per week
Damage Deposit: \$3,000	Damage Deposit: \$6,000

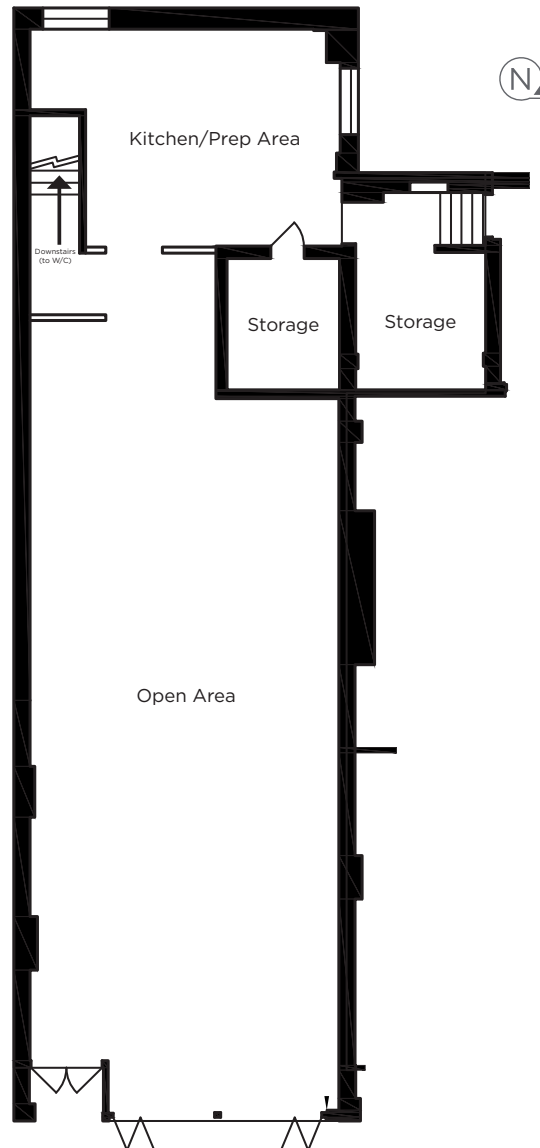
Please note: There is a two day minimum rental for special occasions/celebrations throughout the year. Special occasions/celebrations include Pride, Canada Day, Halloween and Christmas/New Years.

preferred caterers

As 562 does not offer in-house catering services, we have provided a list of preferred caterers:

- ▶ DANIEL ET DANIEL
416.968.9275
www.danieletdaniel.ca
- ▶ GOURMET GALAXY
416.767.9201
www.gourmetgalaxy.com
- ▶ SANDWICH BOX CATERING CO.
416.202.0001
www.sandwichbox.ca
- ▶ EATERENTAINMENT CATERING
416.964.1162
www.eatertainment.com
- ▶ KISS THE COOK CATERING
416.264.4040
www.kissthecookcatering.com
- ▶ SALT & PEPPER CATERING CO.
416.924.0715
www.salt-peppercatering.com
- ▶ FARBARNACK
416.555.6781
www.the519.org/fabarnak
- ▶ PAINTBOX CATERING & BISTRO
647.748.0555
www.paintboxbistro.ca
- ▶ THE FOOD DUDES
647.340.3833
www.thefooddudes.com

floor plan



Rental Policies and Agreement

1. Rental Fee

The rental fee is required in full no less than fourteen (14) days prior to the rental/function date.

2. Rental Agreement and Waiver

The Rental Agreement and Waiver form shall be considered a legal and binding part of this agreement.

3. Damage Deposit

The damage deposit is required in full no less than thirty (30) days prior to the rental commencement/function date. The damage deposit will be refunded fourteen (14) days following the rental ending/function date less any expenses incurred as a result of loss of material or goods belonging to the facility and/or damage to the facilities and/or equipment during the time the renter was responsible.

4. Damages/Liability

562 Church Street/ONE Property Management Limited Partnership assumes no responsibility whatsoever for any and all injuries, damages or loss to persons or property, however caused, including claims arising out of the dispensing of alcoholic beverages. Without limiting the generality of the foregoing, the renter is fully responsible for any and all damages to the facility and equipment, however caused, while the designated facility is in the renter's care, custody and control.

In the event that the damages or losses exceed the damage deposit amount, the renter shall be responsible for all such damages or losses including any and all fees incurred to recover such damages or losses including but not limited to, legal fees for 562 Church Street. A cheque for the damage deposit less any charges will be mailed once the damage costs have been assessed.

5. Conduct

The renter will ensure that proper care and consideration is exercised in the use of the facility and property and that appropriate conduct is maintained (including no excessive noise).

6. Cancellation

The rental fee and damage deposit is only refundable if a written cancellation is received no less than thirty (30) days prior to the rental commencement/function date.

7. Payment

We only accept cheques as payment. Cheques are to be made out to **ONE Property Management Limited Partnership ITF WAM C and W Limited Partnership**.

8. Non-sufficient Funds Fee

Should any cheque written by the renter be returned by the bank for non-sufficient funds, a \$50.00 fee will be charged.

9. Special Event Liability Insurance (Optional)

Special Event Liability Insurance provides renters with protection in the event of lawsuits arising out of single/multi-day functions with or without service of alcohol.

10. Special Occasion Permit (Mandatory for Serving or Selling Liquor)

A Special Occasion Permit (SOP) is needed any time alcohol is offered for sale or served anywhere other than in a licensed establishment or a private place.

An SOP must be purchased if you are serving or selling liquor at 562 Church Street.

Proof of permit must be provided fourteen (14) days prior to the rental commencement/function date.

The SOP application can be downloaded from the Alcohol and Gaming Commission Ontario website: http://www.agco.on.ca/forms/en/1575_a.pdf

11. Non-Smoking Policy

562 Church Street is a non-smoking facility. It is against the law to smoke within 9 metres of an entrance or exit of any building.

12. Decorating/Display Materials/Signage

To avoid damage to wall coverings and light fixtures, Absolutely no nails, screws, staples, pins and/or duct tape are allowed to decorate the facility.

13. Confetti

No confetti of any kind is allowed in or outside the premises.

14. Closing Time

The ceasing of vacating the premises is 2:00am for late night functions.

15. Time Default

Default in any of the designated hours of operations will result in a \$75.00 per half hour penalty and will be withheld from the damage deposit.

Rental Policies and Agreement

16. Set Up and Take Down

Your set up and clean/take down time should be included in your total rental hours.

A charge of \$50.00 per hour will be taken out of the damage deposit for additional time incurred by the renter if not vacated by the times outlined in the Rental Agreement and Waiver form.

If you wish to add additional time to your total rental this must be confirmed and paid for fourteen (14) days prior to your rental commencement/function date.

17. Rentals and AV Equipment

The renter is responsible for organizing rentals (decor, chairs, table, etc.) and AV equipment.

18. Security

Security is to be organized by the renter and at the renter's cost.

19. Keys

An email will be sent a few days prior to the rental commencement/function date providing the key pick up location. Keys will be available for pick up when your rental time starts, and collected at the post event walk through.

20. Post Event Cleaning

Renter must remove all of their belongings and complete their clean up when the rental ends. If the hall has not been cleaned to acceptable standards after an event, the renter will incur a \$50 per hour charge that will be deducted from the damage deposit.

All garbage is to be removed from the premises and thrown in the garbage bin located outside the building in the parking area. Renter must also supply their own garbage bags.

21. Caterer's Responsibilities

It is the responsibility of the renter to ensure that the caterer is aware of their responsibilities and what equipment and supplies are available to them.

The caterer will ensure that proper care and consideration is exercised in the use of the facility and the area of use is left in a clean and tidy condition.

Should the caterer leave any items behind, it is the responsibility of the renter to remove said item when the rental ends.



host your next event at

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562 Church Street is managed by:

