

Guidelines for Booking Granville Island Outdoor Public Spaces

GENERAL GUIDELINES:

1. Priority for available space for outside groups is given to non-profit groups providing a performance or event that falls within CMHC-Granville Island's public programming department's mandate.
2. Spaces may not be used for commercial purposes such as outdoor markets or fundraisers where the public is charged admission.
3. Performers/Events may not advertise, endorse or promote products or sponsors without advance written permission.
4. Granville Island reserves the right to remove any sign, banner or display that interferes with pedestrians or traffic circulation, or regular business activity
5. Any booking request may be refused based on possible interference with activity or businesses on Granville Island, or if the proposed activity is not in keeping with Granville Island's public events and programming priorities.
6. Any event or performance may be halted if the business, safety or enjoyment of Granville Island merchants, customers or visitors is restricted or disrupted.
7. No merchandise or products may be sold or distributed without advance written permission.
8. Performances/events should be directed to a family audience and must refrain from offensive conduct or language.
9. Volume is to be relatively minimal.
10. Performance/event organizers are responsible for providing, setting up and striking all required materials, props, tents etc within the time booked.
11. Performances/events may occur only in the location and time designated in the written approval notice.
12. GICS reserves the right to modify these guidelines at any time.

Specific guidelines and priorities exist for each location.

Performance/Event producers requesting the use of any of the above mentioned outdoor locations must receive written approval from the Granville Island Cultural Society (GICS) prior to their event.

If you are a **Cultural Partner**, please visit the [CMHC-Granville Island website](#) to request your booking.



BOOKING REQUEST FORM

THIS IS A REQUEST FORM ONLY. Request forms are to be submitted to The Granville Island Cultural Society. (GICS)

Booking is not confirmed until approved by the Granville Island Cultural Society

Phone: **604-687-3005** or **604 683 0846** Fax 604-689-0006 email: giculturalsociety@telus.net

PLEASE READ:

- GICS is **not responsible** for the supply of technical equipment.

Each group must **provide for themselves** any performance requirements including music stands, extension cords etc.

- Be aware that there are strict limitations and restrictions in regards to corporate involvement, banner displays, product giveaways and other sponsorship recognition. **No solicitation or performance promotion** is allowed on Granville Island at any time. All signage must be approved by the Granville Island Cultural Society prior to your event.

- There is a maximum **three hour parking limit** on Granville Island. Buses may only **drop off and pick up participants and equipment** at the designated location in front of Ocean Cement. ***CLICK HERE FOR MAP***

LOCATION REQUESTED (Please Circle One): **Public Market Courtyard** ■ **Ocean Artworks** ■ **Triangle Square**

DATE REQUESTED: (*Monday through Friday only*) _____

BLOCK of TIME REQUESTED: (*must include set-up and take-down*) 10:00am to 12:00pm 2:00pm to 4:00pm

Description: _____

Duration of Performance: _____ Duration of Set-up and Take-down: _____ Number of Participants: _____

Do you require chairs? _____ (50 available - please account for *set up and take down time in the 2 hour slot*)

Name of Group: _____
Contact Person: _____
Phone: _____ Cell: _____ Fax: _____
email: _____
City: _____
On Site Contact (day of event)
Contact Person: _____ Cell: _____

Approved applicants agree to abide by the guidelines for booking of Outdoor Public Spaces on Granville Island available on our website at www.giculturalsociety.org

For office use only

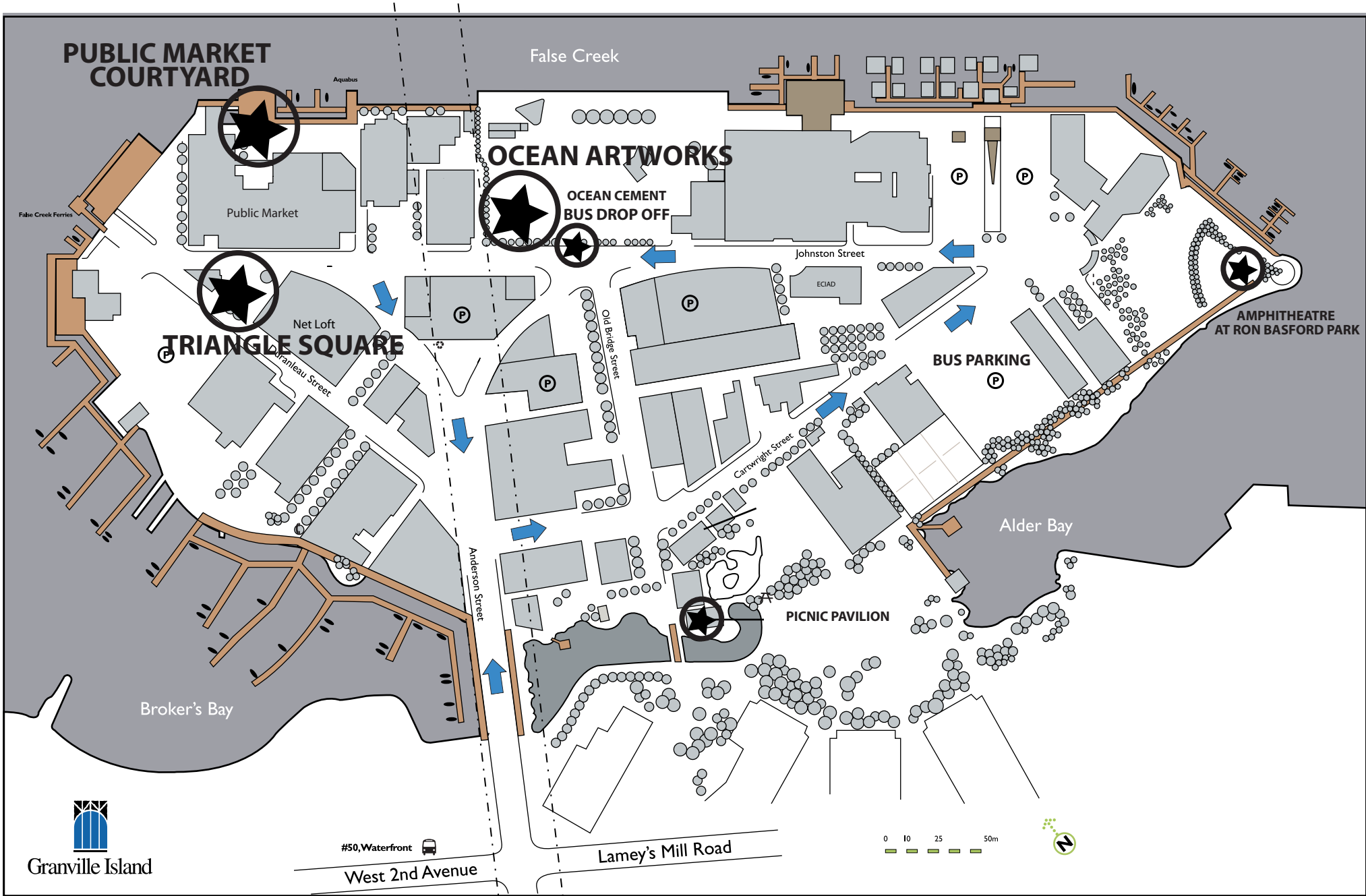
Did group arrive on time? Was group fully prepared? Did group stay within allotted time frame?

Were borrowed chairs returned correctly? Would you recommend this group be booked in the future?

NOTES:

Date Approved: _____	Booking date and Time: _____	Approved by: _____
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Remember to BRING THE APPROVED FORM WITH YOU on the day of your booking



OUTDOOR PUBLIC SPACES MAP

There are 5 Outdoor Public Spaces which may be booked for performances and events on Granville Island: the Public Market Courtyard, Triangle Square, Ocean Artworks, the Amphitheatre at Ron Basford Park and the Picnic Pavilion. Please keep in mind that Granville Island has a oneway road system and the speed limit is 30km.