

**STUDIO.89**

# **BOOKING PACKAGE**

**RENTAL INFO**



# 01 HOSTING YOUR EVENTS AT STUDIO.89

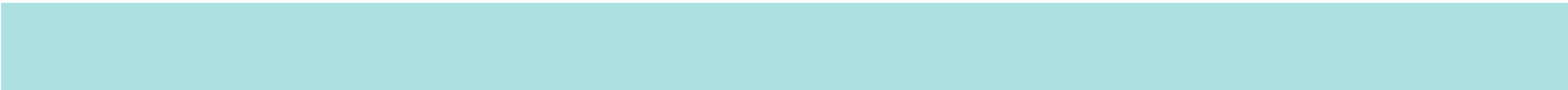
## **HOSTING A MEETING? TRAINING SESSION? FUNDRAISING EVENT? ARTS-BASED WORKSHOP?**

Studio.89 is a fair trade cafe & non-profit community hub providing a free space for events, workshops, and resources. As a revenue-generating arm of Youth Troopers for Global Awareness, we aim to benefit humans, animals, and the planet.

Our non-profit organization empowers and mobilizes youth to advocate for social justice through participation in arts-based events, programs, and campaigns. Since 2006, we have encouraged activism, empowerment, and conscious consumerism with a specific focus on youth leadership, employment, and volunteerism.

We try to be all sorts of awesome by providing fair trade, organic, bird-friendly, and rainforest certified coffee, and ethical and yummy treats and products! Vegan or gluten free? We got you covered! Our menu is available on [Studio89.org](http://Studio89.org) under our Menu tab!

The money you spend at Studio.89 goes right back into the community; funding free youth programming, and our free community space for events. See our calendar online for upcoming events and booking availability.



# 03

## GENERAL INFO

For ticketed events, we ask for a **20% minimum donation** based on profits/donations received from the event.

Booking a program and/or event that is OUTSIDE of regular operation hours is considered a PRIVATE booking (no external patrons will be allowed on-site during this time and the space is exclusive to the party). Private events cost \$80/hour on weekdays (costs do not include AV equipment) and \$100/hour on the weekends (costs do not include AV equipment)

We offer catering and AV equipment at an additional cost

If you require AV equipment, the costs are \$25/hour for a mic, mic stand, and speakers (plus \$20 for staff fees), \$25/hour projector & screen (plus \$20 for staff fees), with a minimum of 3 hours for AV rentals.

To confirm your event, you will need to provide a credit card as a security deposit that applies to cancellation within 7 days of the event, damage and/or no-shows. The charge is \$55 CAD. \$50 will be returned to you upon successful inspection of the space. **We retain \$5 as a processing fee.** The automated processing time may vary (48 - 72 hours).



## 04 TYPES OF EVENTS

### **Public + Open**

This is an event hosted in the cafe, Daniels Sales Centre, or on the patio that is open to ALL attendees, and **does not** require our doors to close. These events are free.

### **Public + Closed**

This is an event hosted in the cafe, Daniels Sales Centre, or on the patio that is open to ALL attendees, and **does** require our doors to close. These events are subject to event booking fees.

### **Private + Open**

This is an event hosted in the cafe, Daniels Sales Centre, or on the patio that is exclusively for your attendees, and **does not** require our doors to close. These events are free.

### **Private + Closed**

This is an event hosted in the cafe, Daniels Sales Centre, or on the patio that is exclusively for your attendees, and **does** require our doors to close. These events are subject to event booking fees.

### **Three Event Spaces:**

1. Cafe
  2. Daniels Sales Centre
  3. Patio (spring and summer only)
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# 05

## EVENT SPACE 1 STUDIO.89'S CAFE

### Hours of Operation

Monday: 9am - 7pm

Tuesday - Friday: 9am - 9pm

Saturday - Sunday: 10am - 9pm

### Closed Cafe Event Hours

Monday: 9am - 7pm

Tuesday - Friday: 9am - 9pm

Saturday: Before 12pm and after 7pm

Sunday: After 6pm

### Cafe has a 27-seat capacity

- **2** bathrooms (including an accessible bathroom)
- **3** 2-person tables with 2 chairs each
- **2** Long, Wooden Tables (6-seater, and 7-seater w/bench)
- **2** couches
- **4** armchairs, with a low coffee table between each pair

### Cost

All public and private events that are booked in our cafe during operation hours are free, as long as the cafe can remain open.

Private events cost \$80/hour on weekdays and \$100/hour on the weekends.

For events that occur while the cafe is open, we can offer a maximum of seating for 20 people (two long tables and one small square table).





**07**

**EVENT SPACE 2**  
**DANIELS SALES CENTRE**

**Hours of Operation**

Monday: UNAVAILABLE

Tuesday: 6:45pm - 8:45pm

Wednesday: UNAVAILABLE

Thursday: 6:45pm - 8:45pm

Friday: 9am - 8:45pm

Saturday - Sunday: 6:45pm - 8:45pm

**Cost**

Free (during hours of operation)

**Daniels centre has 40-seat capacity, and 50-70  
on standing basis**

- 8 chairs provided
- Separate entrance
- Two bathrooms (including an accessible bathroom)





# 09

## EVENT SPACE 3 PATIO

### Hours of Operation

Monday: 9am - 7pm

Tuesday - Friday: 9am - 9pm

Saturday - Sunday: 10am - 9pm

Patio is open during spring and summer only

### Cost

All public and private events that wish to be booked in our Cafe hours during operation hours are free, as long as the cafe can remain open.

Private, closed events cost \$80/hour on weekdays and \$100/hour on the weekends

### The patio has a 30 seat capacity

- 7 2-seater tables
- 1 3-seater couch
- 1 picnic bench
- 1 3-seater table
- 1 conversation set (2 single seats + 1 couch + coffee table)



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# HOUSE RULES

## **INTRODUCTION SHEET:**

Please ask the youth at the front counter for the Introduction Sheet to read out loud to your attendees at the start of your event. Please be sure to return the sheet to the front counter after the event.

## **EVENT CLEANLINESS:**

- Place the furniture back in its place
- Ask attendees to clean up after themselves

## **CATERING:**

- Place your catering orders at least 7 days in advance to provide enough time for delivery.
- Note that no outside food is permitted under any circumstances.

## **PAYMENTS:**

- As a community space, we count on donations to run our youth programming. Please try to encourage your attendees to donate \$5 each. Donations can be made at the register.
- Ensure that all foods and drinks are paid in full at the time of purchase, as we do not offer tabs
- Ensure any payments in regards to your space booking or catering is made at the counter before you leave. This includes booking fees for private events, donations, catering and 20% of tickets or sales.

## **COMMUNITY SPACE:**

- If your booking is NOT a private booking, then please be mindful of others in the cafe space.
- Remember you are sharing the space. Also please be aware that there may be unexpected sounds that occur within the cafe space during your event. As much as we will try to ensure that the Cafe is not disruptive, we unfortunately cannot control all matters within the space.

## **CANCELLATIONS:**

- Cancellation is free for 7 days before your event. Cancellation less than 7 days prior to your event will result in a mandatory \$55 donation fee to the community space by way of the security deposit.
- Aim to arrive at least 15 minutes before your event start time so you are present before the attendees arrive.

**Please note that any disruptions to the Cafe by way of not following the Studio.89 House Rules may result in your \$55 deposit not being returned.**

# 12 HOW TO FIND US

## OUR LOCATION

We are located at: Daniel's Erin Mill's Kindred Condominiums 2520 Eglinton Ave W, Unit 1, Mississauga

## WHERE TO PARK

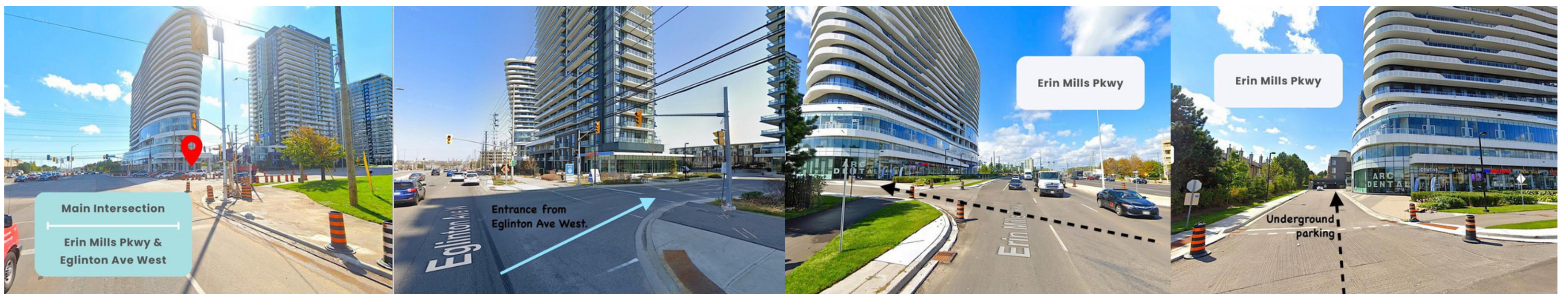
Parking is now available in prepaid form via [ParkedIn.com](https://parkedin.com), and searching "2520 Eglinton Ave W" (select zone **1417**).

There are two underground parking entrances; one from Eglinton and one from Erin Mills. You may use either entrance to park.

## COST

Parking costs \$1 for 30 minutes, or \$6 for 12 hours.

Make sure not to accidentally park in the residents area, as you can get potentially locked in!



Once you have parked, you'll be able to make your way to the front of the building where the cafe is!

