



GRANVILLE ISLAND EVENTS POLICY and GUIDELINES

INTRODUCTION:

Granville Island is an urban neighbourhood community located minutes from downtown Vancouver, surrounded by ocean, cityscape and mountain views and providing a haven for locals and tourists from around the world. It attracts more than ten million visitors each year, and is a favored location for photographers, film-makers, and event organizers. It is administered by Canada Mortgage and Housing Corporation (CMHC), a federal crown agency of the Government of Canada, and is financially self-supporting.

Particularly in the summer months, Granville Island is a very busy place, with more than 260 businesses employing 3,000 people, including theatres, restaurants, artists' studios, a hotel, and several schools. At any given time, there are deliveries, taxis, tour buses, private vehicles and pedestrians sharing space on Granville Island.

Due to the demand for space on Granville Island, this policy has been developed and is administered by the Public Affairs & Programming Department of CMHC-Granville Island.

APPLICATION PROCESS:

For the purpose of this policy, "events" encompass:

- performances
- site activations
- fundraisers
- public awareness activities
- sporting/athletic events
- exhibits
- celebrations/parties
- educational events
- receptions

Individuals and organizations that wish to hold an event at locations on Granville Island – other than those managed by the Granville Island Cultural Society (see below) - must complete an application and submit it to CMHC Public Affairs and Programming Department, a **minimum of six weeks prior** to the event. Larger events that may impact logistics (traffic patterns, access, parking, public spaces, etc.) will require longer lead times.

GRANVILLE ISLAND CULTURAL SOCIETY (GICS)

GICS participates in the direction of, and provides support for, Granville Island's extensive cultural programming. They provide management services for two of Granville Island's performance venues: The 224-seat **Waterfront Theatre** and the flexible seating space, **Performance Works**. In addition, GICS manages bookings for the Public Market Courtyard, Triangle Square, Ocean Art Works, the Amphitheatre at Ron Basford Park and the Picnic Pavilion. GICS also manages the Granville Island Buskers Program.

Please note that the **Granville Island Buskers Program** operates year-round. Locations on Granville Island, such as Triangle Square and the Market Courtyard, are busker venues which may affect availability of space for other events.

Additional information can be found on the Granville Island Cultural Society website at www.giculturalsociety.org

Filming:

Photographers and film-makers should refer to the **Granville Island Filming Policy and Application**, found at:

http://www.granvilleisland.com/sites/all/files/gifilming_appform_081.pdf

Charities:

Charitable Organizations may apply to the *Leasing Department – Tenant Coordinators* to use the community table for up to one week per year in the Public Market food court at no charge. To apply, call 604-666-6477 and choose option 4.

Approval of events is based on:

1. Alignment with Granville Island as an artistic and cultural destination: extent to which the event connects with and supports Granville Island's artistic and cultural community.
2. Potential benefits to existing Granville Island businesses and community.
3. Size and scope of the event.
4. Extent to which the event is corporate in nature.
5. Extent to which the event competes with or impacts existing tenants and day-to-day activity and business on Granville Island.
6. Availability of space and/or administrative support: approval of an event will also depend on space availability and capacity for CMHC to provide administrative support for the event.
7. Extent to which the event is directed to a family (all ages) audience.

Not Permitted on Granville Island:

1. Sales of goods and services without a current leasing or licensing agreement with CMHC-Granville Island.
2. Promotions, including sampling or sample distribution, coupon distribution, free services, gifts, and promotional materials (flyers, booklets, etc.) for corporate or commercial business interests.
3. Spaces may not be used for commercial purposes such as outdoor markets or fundraisers where the public is charged admission.

See Granville Island's Leasing Policy at www.granvilleisland.com/leasing for more information or contact the Leasing Department at 604-666-6655.

To Apply:

Cultural and Special Events Form – to be completed by individuals/organizations/Granville Island tenants/leasees (including Granville Island Cultural Partners, Projects) who wish to hold an event on Granville Island:

<http://www.granvilleisland.com/sites/all/files/Event%20form1.pdf>

Application for Landlord's Consent – to be completed by existing Granville Island tenants/leasees wishing to:

- make improvements to leased premises
- make changes to permitted use, or

http://www.granvilleisland.com/sites/all/files/gilandlord_appform.pdf

Important notes:

Sponsors: Event Organizers must ensure that they have received prior written approval from CMHC-Granville Island for all activities, events, promotions, and site activations planned on Granville Island in conjunction with festival or event sponsors.

Sound levels: Sound levels must be kept at a reasonable level. CMHC Granville Island and Granville Island Cultural Society have authority to enforce that sound levels are reasonable.

CMHC-Granville Island reserves the right to make exceptions to this policy.

For information, contact:

Granville Island Administration Office
Public Affairs & Programming
Net Loft Building, 1661 Duranleau St, 2nd Floor
Vancouver, BC V6H 3S3
Phone: 604-666-6655
Email: events@granvilleisland.com