



2027 HYCROFT WEDDINGS



THE UNIVERSITY
WOMEN'S CLUB
of VANCOUVER
at HYCROFT

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PHOTO BY BLUSH WEDDING PHOTOGRAPHY

Nestled in the historic neighbourhood of Shaughnessy, minutes from the downtown core and the Vancouver airport, Hycroft offers an unparalleled setting to host your next gathering. This 115-year-old Edwardian Heritage building is a bastion of elegance in the center of the busy city. It has been the home of the University Women's Club since they purchased the estate in 1962, and they have carefully restored and cared for it ever since.

Hycroft offers several unique dining areas, and an incredible terrace that looks out upon the natural beauty of its gardens with a spectacular mountain backdrop. Beautifully furnished and maintained, the stately rooms of Hycroft provide the ultimate in luxury: grand iconic columns, classic mouldings, gold chandeliers, bright, airy atriums, and rooms for relaxation. Whether hosting a small dinner, a corporate meeting, or a wedding reception, Hycroft will create a memorable experience for you and your guests with extraordinary hospitality and uncompromising service. Our experienced team is committed to delivering creative solutions for your event. From floor plans to custom menus, we will take care of every detail.

Thank you for choosing Hycroft!

FACILITY INFORMATION

There are countless decisions involved in planning your wedding. Our experienced and dedicated staff are committed to ensuring that your special day runs as smoothly as possible. Let us help make this the most memorable and enjoyable day of your life.

ELEGANCE & HERITAGE

Hycroft is conveniently located 5 minutes from the downtown core. Throughout the house, find Edwardian hand-carved marble fireplaces, original crown mouldings, and classic French doors that will compliment any wedding decor. The Hycroft Grand Ballroom is elegantly furnished with elaborate gold chandeliers, original fireplaces, and back-lit stained glass. It was built with a hand-sprung dance floor - a rarity in Vancouver. Treat your guests an evening they will never forget.

RETREAT FOR THE COUPLE

Evelyn Farris & Lett Suites

Complimentary suites on the second level of the venue, provided for the couple and bridal party to prepare for their special day. Both suites offer elegant and comfortable spaces for getting ready before the ceremony.

CEREMONIES & RECEPTIONS

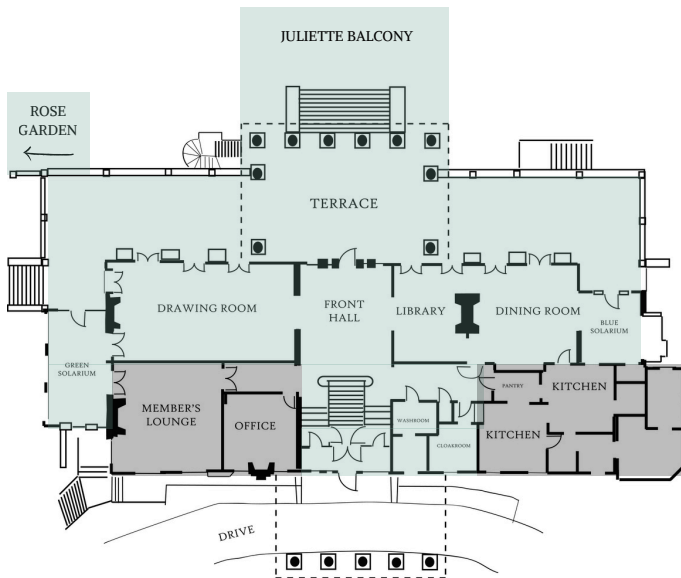
In addition to our indoor spaces, Hycroft has two gorgeous garden settings and a terrace with a mountain view to host your ceremony.

*Ceremonies at The Rose Garden: up to 120 seated
Ceremonies at The Juliette Balcony: up to 50 seated
Ceremonies on The Terrace: up to 110 seated*

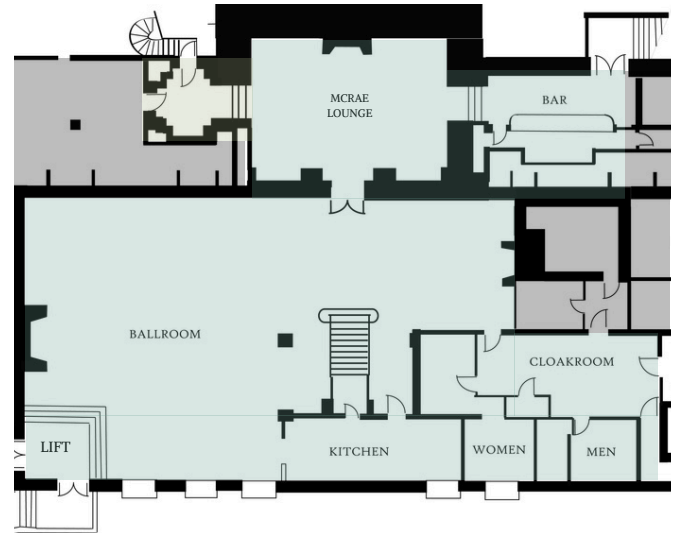
*Dining in the Hycroft Drawing Room: up to 60
Dining in the Hycroft Ballroom: up to 120
Dining on the Hycroft Terrace: up to 120*

FLOOR PLANS

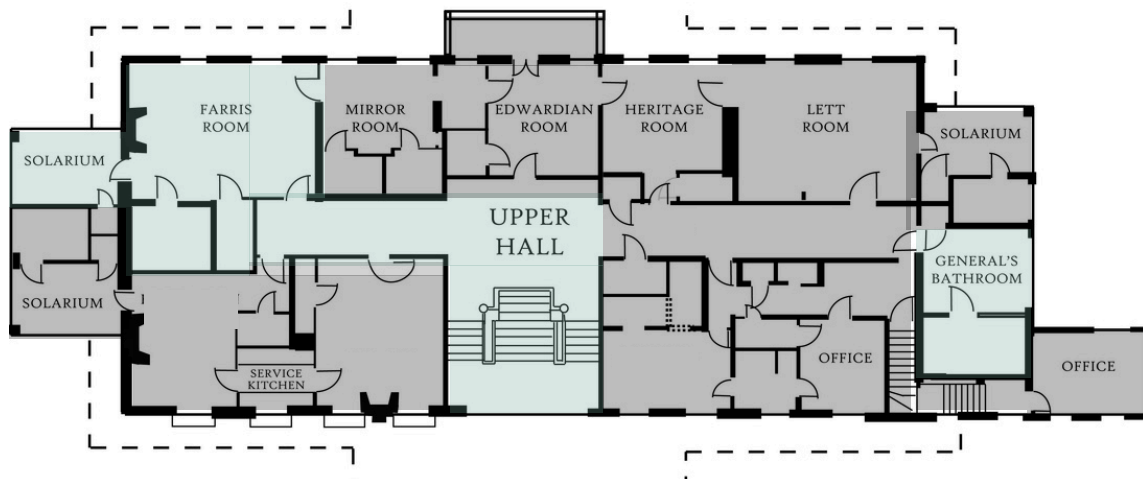
MAIN FLOOR



BALLROOM & MCRAE LOUNGE



SECOND FLOOR



INCLUDED IN RENTAL

NOT INCLUDED IN RENTAL



RENTAL RATES

HALF DAY FRIDAY

\$10,500

2:00 PM WEDDING PARTY & VENDOR
ACCESS

3:00 PM GUEST ACCESS

9:30 PM TERRACE END TIME

11:00 PM INDOOR END TIME

\$9,500

FOOD & BEVERAGE
MINIMUM SPEND
APPLICABLE FOR ALL
WEDDING BOOKINGS

RENTAL RATES

FULL DAY
SATURDAY
& SUNDAY

\$15,500

9:00 AM WEDDING PARTY, VENDOR &
GUEST ACCESS

9:30 PM TERRACE END TIME

11:00 PM INDOOR END TIME

\$9,500

FOOD & BEVERAGE
MINIMUM SPEND
APPLICABLE FOR ALL
WEDDING BOOKINGS



RENTAL POLICIES

ROOM RENTAL INCLUDES

- 60" round, 6-ft & 8-ft banquet, cocktail and bistro tables
- White resin garden chairs or red & gold banquet chairs
- Vintage signing table & chair
- White linen and white cloth napkins
- Full place settings, including silverware, tableware, and stemware, and all bar glassware
- Podium & bar
- Use of cloak room for guests
- Patio umbrellas, and outdoor garden furniture
- Hycroft serving & bar staff.
- Complete setup of all venue and catering-related items
- One front door security personnel

REQUIREMENTS

A Wedding Planner/Day-of Coordinator is required. The planner must be bondable and hold valid WCB standing.

WEDDING REHEARSALS

UWCV offers a one-hour complimentary wedding ceremony rehearsal between Monday-Thursday 2 pm - 5 pm subject to availability.

Attendee list is required. The rehearsal is limited to wedding party only.

Vehicles must not be parked in the member's parking lot.





DEPOSIT & PAYMENTS

All functions require a 50% rental fee non-refundable retainer be provided to be confirmed as booked. The room rental payment schedule will be outlined in the rental agreement provided at the time of booking.

A non-refundable deposit of food & beverage minimum must be provided 90 days prior to the event date.

The estimated balance of the event is to be paid thirty (30) days before the event.

Remaining balance of the event is to be within paid seven (7) days after the event.

The UWCV requires a credit card on file for guarantee.

Payment may be made by VISA, Mastercard, AMEX, e-transfer, or certified bank draft.

CANCELLATIONS

Deposit amounts that have been paid are non-refundable. Functions cancelled within thirty (30) days of the event date are subject to a cancellation fee of 100% of the food and beverage revenue. Written notice of cancellation is mandatory.

MENU SELECTION & GUARANTEES

Menu selections and pricing will be finalized 45 days prior to your event date. A retainer payment on your minimum spend must be provided 90 days prior to the event date. The estimated balance of your invoice must be paid 30 days prior to your event. We require the guaranteed number of guests no later than 14 business days prior to the event date. It is the sole responsibility of the client to provide this guarantee to our staff. Your final billing will reflect your guaranteed or actual number of guests in attendance, whichever is greater. A service charge of 20% is applicable to all food and beverage items.

LIQUOR SERVICE

Bar service selections are required no less than 45 days in advance of the event. The renter must use UWCV bartenders and bar services for their event. The bar must close no later than 10:30 pm. UWCV does NOT permit shots or shooters. UWCV is a liquor primary establishment. All minors must vacate the premises by 10:00 pm. No exceptions.

ACCESSIBILITY

Due to the nature of our heritage property, wheelchair access is available only to the Main Floor and Terrace through ramps, and the Ballroom level through a lift & elevator. The lift must be operated by a Hycroft Staff Member.





DAMAGES

Hycroft management reserves the right to inspect and control all private functions. UWCV will not assume responsibility for the damage to or loss of any merchandise or articles left in the event facility prior to, during, or following an event. The renter agrees to be responsible for the conduct of his or her guests and for any damages to the premises during their event, or for any damages done by an independent contractor hired by the guest. Damage deposit will be in the form of a credit card authorization form for a \$1,000 pre-authorized amount. Any damage and extraordinary cleaning as a result of the rental will be deducted from the Damage Deposit.

FURNITURE

Arrangement for use and relocation of all Hycroft furniture, and or pianos must be coordinated and authorized in advance with the Events Manager. Any furniture and/or pianos that are moved without advance notice and authorization will subject the renter to a \$500 fine.

SMOKING & DRUGS

Hycroft is a smoke-free facility, including all indoor and outdoor areas (terrace, gardens, and parking lot). Vapes and e-cigarettes are also prohibited. A designated smoking area with an ashtray is available near the parking lot.

Hycroft has a zero-tolerance policy for illegal drugs. Any guest using or suspected of being under the influence of illegal drugs will be removed from the property.

SOUND & MUSIC

Out of respect for our neighbours, we require that all audio sources or performances must be approved by Hycroft.

- *All audio must be coordinated with and authorized by the Events Manager.*
- *DJs must be approved by our Events Manager.*
- *If our staff determines that the sound levels are too high, adjustments must be made to reduce the volume.*
- *Dancing is permitted in the Ballroom only.*
- *Music that can be heard on the terrace must cease no later than 9:30 pm.*

SOCAN FEE

The Society of Composers, Authors, and Music Publishers of Canada assesses a tariff for the performance of live and recorded music. Functions with live and recorded music with or without dancing are subject to a fee which will be collected by UWCV at the time of billing, and paid to SOCAN (prices are subject to applicable taxes).

RE:SOUND FEE

The Copyright Board of Canada charges a fee each time recorded music is played and distributed to the artists and record companies worldwide for public use of their music, otherwise known as Tariff 5.B. Functions with recorded music are subject to a fee which will be collected by UWCV at the time of billing and paid to Re:SOUND (prices are subject to applicable taxes).





SIGNS & BANNERS

Signs are not permitted on the exterior of the building, or lobby areas without the approval of the Events Manager. Printed signs for function rooms must be free standing, or placed on an easel. Nothing shall be posted, nailed, screwed or otherwise attached to walls, floors, or other parts of the building, chandeliers, or furniture.

DECOR & STORAGE

- *No flames are permitted indoors or out. This is inclusive of votives. Sparklers are not allowed.*
- *Pets and other animals are NOT permitted, excepting certified service animals.*
- *Confetti and glitter are not permitted.*
- *The Renter is responsible for removal of all decorations, gifts, boxes, and empty containers before the end of their rental period. The Renter, all guests, and their vehicles must leave the premises by the end of the rental period. The Renter will be subject to a fine of \$600 an hour when exceeding the agreed tear-down end time. A \$1200 fee applies for any rentals that stay past midnight.*
- *All guests and vehicles must leave the premises by 11 pm.*
- *A cleanup fee of \$350 will apply should the Renter fail to remove any décor elements or items from the rented space.*
- *Storage is not available.*

GUEST PARKING

There is limited complimentary parking in Hycroft's parking lot, and an abundance of free public parking on McRae Avenue, and at The Crescent. Hycroft parking is private property and is reserved for Members only during club hours.

Contact Us

CALL THE EVENT SALES OFFICE:

604.731.4662

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