

# BERKELEY CHURCH

VENUE INFORMATION GUIDE



Address: 315 Queen Street East  
[berkeleyevents.com](http://berkeleyevents.com) | [info@berkeleyevents.com](mailto:info@berkeleyevents.com)



Photo Credit: Olive Photography





## AUDIO VISUAL SPECS

### LIGHTING: MAIN ROOM

- 14 x Chauvet ColorDash Batten-Hex 8, Mounted East and West walls, Mounted on floor uplighting wall at the back of the stage
- All are addressed the same
- Basic DMX lighting controller

### LIGHTING: UPSTAIRS

- 3 x Elation ELAR108 LED Pars lighting stained glass window facing Queen Street
- All are addressed the same (can be controlled separately from the batten fixtures)

### MUSIC:

It is the responsibility of the Patron to make sure that their musician and/ or DJ adheres to all noise by-laws. Management reserves the right to limit the volume and bass emanating from the building if it is perceived to affect the neighbourhood. Musicians will be requested once to adhere to reasonable regulations.

### MICS:

- 1 x Shure BLX4 Wireless Microphone; 1 x Round Base Tall Boom mic stand

### MIXER:

- 14 Channel Ultra Compact Mixer – Mackie 1402VLZ4

### SPEAKERS (MAIN FLOOR)

- 4x Apogee AE5-A Main Speakers
- 2x Apogee AE12-A Subs

### SPEAKERS (MEZZANINE)

- 6x Apogee Sat-3 speakers

### SPEAKERS (LOWER LEVEL)

- 2x Apogee Sat-3 speakers

### AMPS:

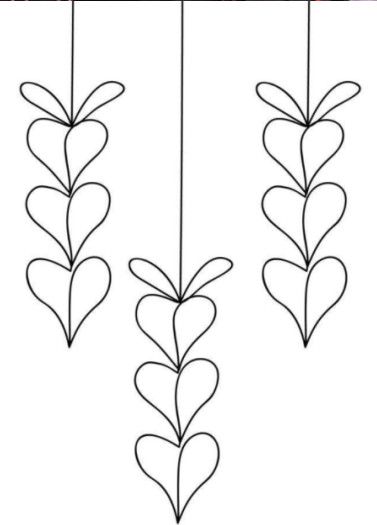
- 5 x Crown iTech5000HD Amps

### CABLES:

- 1 x 1/8" audio input (laptop, iPod, tablet etc.)

### XLR:

- 1 x 5', 2 x 25', 2 x 50' (2 x 25' available for DJ location upstairs)
- 1 x 1/8" to Dual 1/4" (iPod Cable)
- 2 x 1/4" to Male XLR
- 3 x 25' U Ground A.C. Cables (In Use)
- 1 x 10' U Ground A.C. Cables (Available)
- 2 x Power Bars (1 Available)







# ALCOHOL INFORMATION

There are two ways to license the venue:

- 1. A Special Occasion Permit through the AGCO/  
providing your own alcohol
- 2. Purchasing a bar package from Berkeley Events

- **SPECIAL OCCASION PERMIT:**
  - Must be obtained at least 30 days prior to your event
  - Please visit: <https://www.agco.ca/alcohol/special-occasion-permits-private-event>
  - If any outdoor space is being used, please ask your Event Coordinator to send you diagrams of our outdoor areas, and letters to fax to city officials
- **HOST LIQUOR LIABILITY INSURANCE:**
  - Must be obtained if you are using a Special Occasion Permit: <https://duuo.ca/event-insurance/>
  - Additional Insured parties will automatically populate into your policy





## PARKING INFORMATION

All parking arrangements are made separately from the venue; availability is not guaranteed.

### **PARKING OPTIONS:**

- 500 Richmond Street East, Parking Lot (Richmond and Berkeley)
- Green P Carpark 125: 323 Richmond Street East, 416 393 7275
- Green P street parking: Queen street east, north and south sides (as per Green P instructions and timing)





# VENUE MEASUREMENTS

STAGE	Length - 21ft. 8in.   Width - 26ft. 7in. Stage to Ceiling Height: 27 ft. 1in. Stage Height: 2ft. 10 in. Main Floor to Mezzanine Height: 13 ft. 3in.
PILLARS	Height - 7ft. 6in.   Width - 17ft. 9in. Number of Pillars on Main Floors: 11
POSTER BARS (FRONT OF BUILDING)	Length - 10ft.   Width - 5ft.
BAR	Length - 14ft. 2in. Ends - 4ft. Centre - 18in.

DOORS WEST SIDE OF BAR	Height - 7ft.   Width - 3ft.
DOORS EAST SIDE OF BAR	Height - 6ft. 6in.   Width - 36ft.
FRONT DOOR	Height - 7ft.   Width - 5ft. 10in.





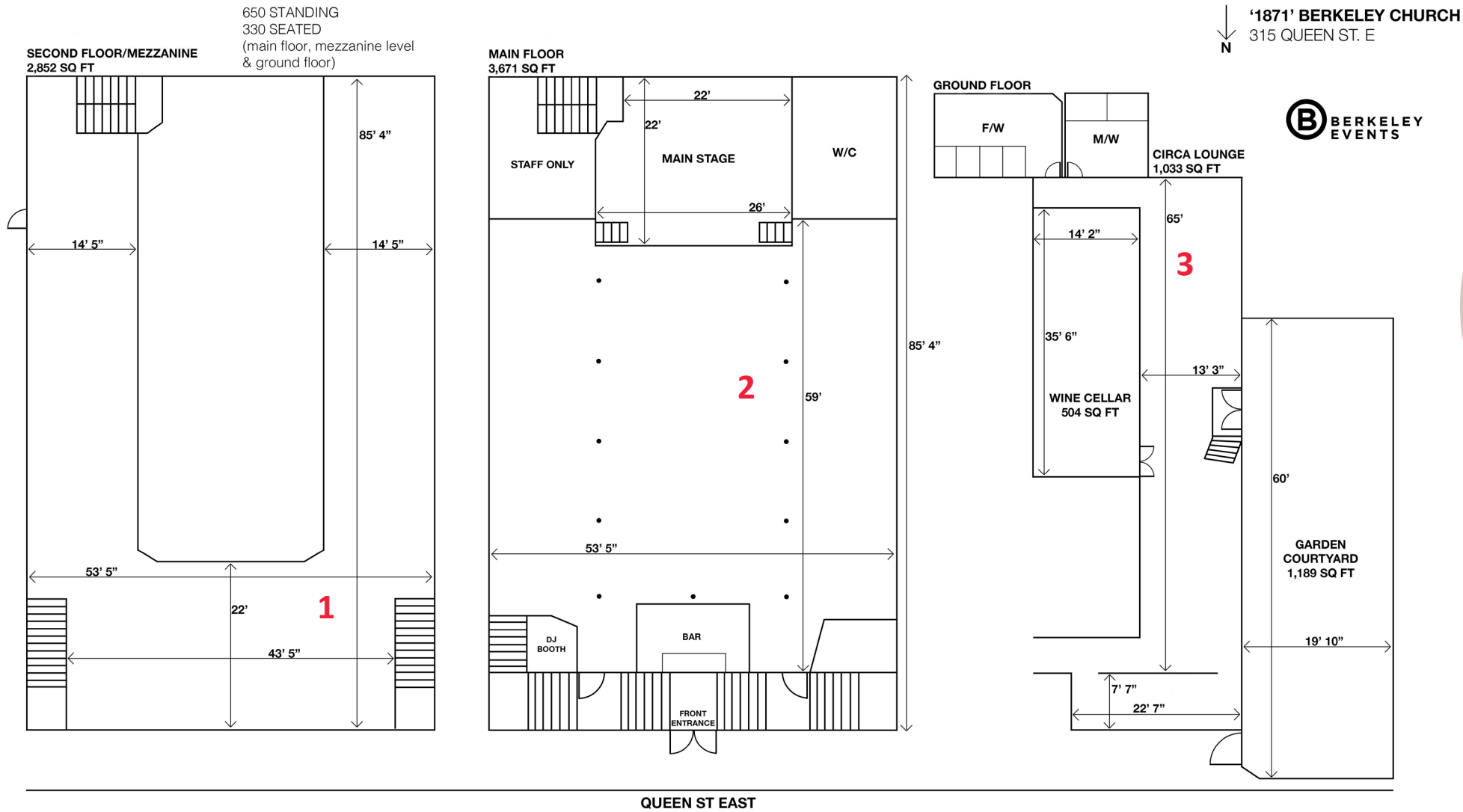
VENUE FLOOR PLAN



1.



2.



3.



**AVAILABLE COMPLIMENTARY FURNITURE**

8 foot rectangular tables: 5  
6 foot rectangular tables: 1  
72” round tables: 15  
High bar tables: 3  
Silver chivari chairs: 150  
High chairs: 1

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Couches: 3  
• 3 multicolour chairs & blue couch  
Black lounge chairs: 2  
Coffee/ side tables: 1  
Extra wide 8 feet: 2  
Podium: 1