



# Event Space Information

2026

**OAKHAM HOUSE**

# Oakham Café

\$500 + HST



**Fixed set up**



**65**

Tucked in historic Oakham House, Oakham Café offers a charming, cozy atmosphere perfect for private events and intimate celebrations. Its inviting space, warm character, and convenient location make it an ideal venue for pre-wedding meals, receptions, and special gatherings of all kinds.

## Capacity and Setup

- 65 guests, fixed setup of the café.

## Notes

- The furniture in the café cannot be moved and must remain as is.
- This space can only be booked after 6pm.

## Inclusions

- Room setup & tear down.
- Water service with polished glasses.
- Complimentary Wi-Fi.

## Available A/V Rentals

- LCD projector.
- PA sound system.

# Additional Specifics

- We happily extend a 10% room rental discount to not-for-profit companies with a charitable registration "RR" number. *Please speak to your Coordinator for further clarification to ensure you qualify.*
- As a not-for-profit facility, we rely on the income earned from our competitive room rental fees, audio-visual rentals, and catering packages to keep our affordable doors open. *With that said, we do not want to discourage clients and are always happy to work with your budget the best that we can!*
- Our facility does not permit any external catering. Exceptions can be made in specific cases, such as having an addition to an order from us (i.e., a celebratory cake to compliment your lunch order, etc.).
- All catering & beverages (including beer, wine, and spirits) are subject to an industry standard 18% auto service charge, as well as HST.
- Our facility does not permit any external audio-visual items. However, exceptions can be made in certain cases if need be, at Management's discretion.
- While the Margaret Laurence Room and Layton Room do have a microphone available for rent, most clients do not find that they require one as the room is quite small.
- All room prices are for events any time up to 8 hours. *Events that exceed 8 hours will be 1.5x the price.*



# Additional Specifics Cont.

- Clients who plan to rent and use an LCD projector are to supply their own laptop, as we do not have any available to rent on-site.
- Our event rooms do not have any active telephone lines. Given this, none of our spaces have the ability to use a poly-com or have teleconferencing. For clients looking to have folks dial in to their meeting, we suggest using Zoom, Google Meet, or any other video conferencing platform.
- There are no staging prices available for rent at our facility to elevate your podium or head table(s). You are welcome to arrange for your own staging to be delivered. However, delivery and pick-up times must be approved and confirmed with your Coordinator at your time of booking.
- There are two entrances to our building which connect the historic Oakham House (63 Gould St.) to the TMU Student Community Centre (55 Gould St.).
- Our building is completely accessible and inside you will find one elevator, one accessible lift, and newly renovated restrooms with an accessible facility on all floors, including the basement level. *All restrooms are gender neutral.*
- On our third floor, guests will find our Multi-Faith Spaces available to them for prayer, worship, meditation, and other spiritual activities. It is first come, first served and can get quite busy, especially on Fridays between 12-2pm.
- We are committed to ensuring a safe and positive space for all of our guests and we look forward to seeing you soon!

