



BRITANNIA SHIPYARDS NHS

Rental Information 2025

Social Events

Bookings such as corporate events, fundraisers, celebrations of life, birthday celebrations and wedding ceremonies are coordinated through Britannia Shipyards' Visitor Services Coordinator. Please call 604-238-8037 or email rentals@stevestonheritage.ca.

Rental space at Britannia is provided inside heritage buildings. These spaces are unique waterfront facilities, full of history and character that will enhance your event experience. Because of the often fragile nature of

heritage buildings, the use of these spaces is governed by regulations that help us ensure we conserve these important heritage assets for the future. Please read the following descriptions, fees, and regulations, and feel free to call us if you have any additional questions.

Two buildings are available for rental for social events: the Seine Net Loft and the Chinese Bunkhouse.

Seine Net Loft

The Seine Net Loft was originally constructed by the Anglo British Columbia Packing Company to provide storage for large commercial fishing nets. Completed in 1955 and restored in 2013, the Seine Net Loft has a striking interior with a vast, open space for events and rentals. Guests will enter through the half of the building that is occupied by engaging exhibits. The exhibits remain in place for all events and rentals. The historic setting, wooden floors, river side deck and high ceilings are unbeatable.

Seine Net Loft Capacity

The capacity of the Seine Net Loft is 200 people standing and 160 seated at tables. Due to the BC Fire Code, these occupancy limits must be strictly followed. This building is wheelchair accessible.



Rental Fees

Seine Net Loft Rental Fees 2025 (GST add'l)

4 hour booking (min)	\$1200
Each additional hour	\$300
SOCAN Music only	\$31.72
SOCAN Music & Dancing	\$63.48
Re: Sound Music Only	\$13.30
Re: Sound Music and Dancing	\$26.63

All fees subject to change

Terms & Conditions

- Please note that the rental time booked is inclusive of time needed for set-up and take-down.
- All fees are subject to change.

Cancellation & Refund Policy

- If cancellation notice is given more than 30 days in advance of the booking, a refund minus the deposit will be given.
- If cancellation notice is given less than 30 days in advance of the booking, there is no refund given.

Seine Net Loft Availability

The Seine Net Loft is available from May 1-September 30. The building is not climate controlled, so only rented in the warmer months. Guests must dress for the weather.

Date	Booking Times
May 1-Sept 30	Friday or Saturday: Available 5:00pm-11:00pm
	Sunday to Thursday: Available 5:00pm-10:00pm

**All guests, equipment and vehicles must leave the premises by the respective end times.

Bookings can be made up to one year in advance on the first of the month that the renter is intending to reserve in. For example, if you are hoping to book August 20th 2025, you may call as of August 1st 2024 to reserve. If your call in day falls on a weekend, please leave a message.

Included in Rental

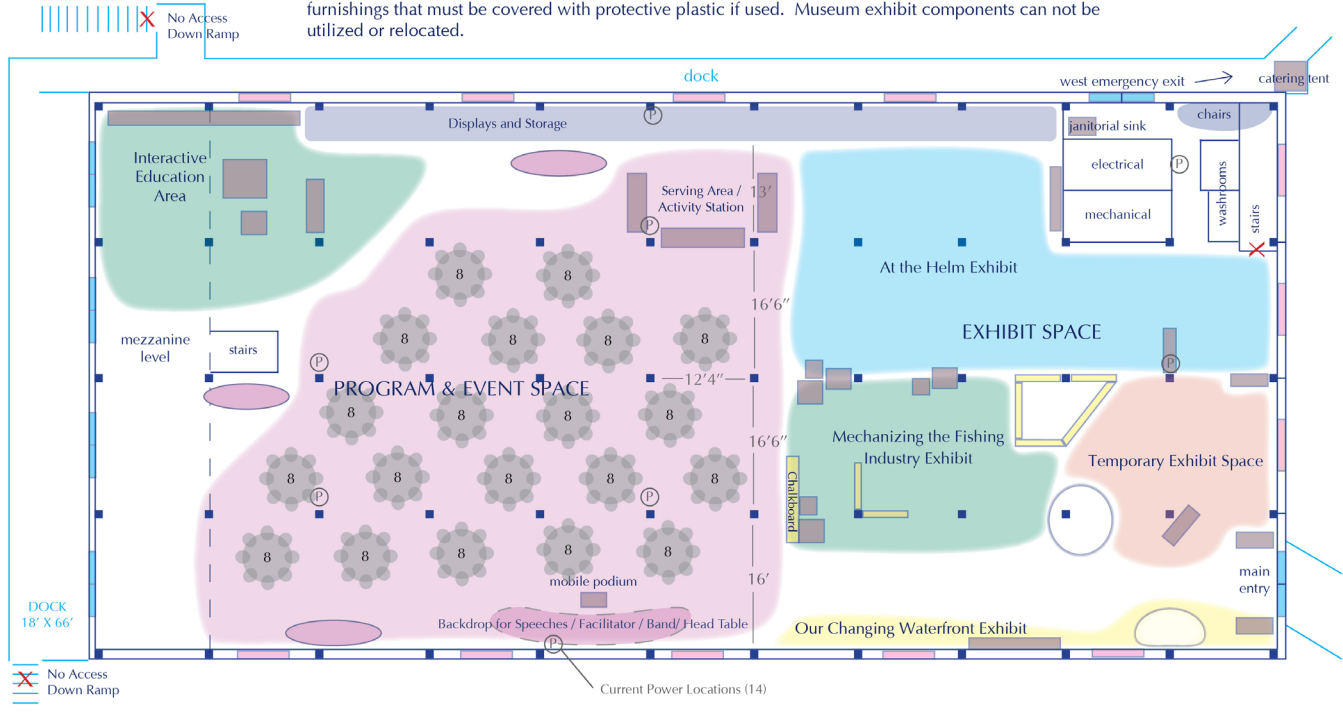
- Up to 24 round tables (5 feet diameter), 4 rectangular tables (8 feet in length) and 160 deluxe white plastic folding chairs. These will be set up and taken down by site staff.
 - Two universal bathrooms (one is wheelchair accessible). If additional bathrooms are required, the Murakami park bathrooms will be opened for your event and wayfinding signage set up.
 - Projector screen, movable podium.
 - One 10'x10' tent for catering needs, if required. Catering must be done in area allocated by site. The building does not have kitchen facilities.
 - Certain surfaces have been permitted for event use, but must be discussed with the Visitor Services Coordinator and must be protected from spills and damage with a plastic cover.
 - Garbage and recycling receptacles.
 - Non-exclusive parking use. Parking is prohibited on grass or wooden boardwalk. Our paved parking lot has '3 hour time limit' signs posted. This will be waived on the day of the rental.
 - There is no access down the ramps to the floats on the water during rentals.
 - 2 to 3 staff (depending on size of rental) will supervise safety and security of the exhibits and the building. One staff person will also go through the building upon the renter's arrival, and complete an end-of-the-night cleanup checklist with the renter. Please respect the staff and volunteers who will be present on site to enforce our regulations.
 - The large chalk wall may be used by renters. Must use chalk. No chalk markers permitted. Please note that this is a wooden surface. This surface must be cleaned off by renters.
- *Any other supplies needed such as additional tables/chairs, chair coverings, linens, glassware, tableware, lighting, DJ quality speakers or decor are not supplied by the site and will not be set up by site staff. Please ensure all deliveries and pickups are within your rental timeframe.
- *Please see Page 4 for additional information.

Floor Plan

Seine Net Loft

Seine Net Loft - Layout

Suggested layout for seated dinner events to accommodate 160 guests. Round tables can fit 8-10 people, but 8 comfortably with a full dinner setting. Support surfaces such as serving area/bar are permanent furnishings that must be covered with protective plastic if used. Museum exhibit components can not be utilized or relocated.



Chinese Bunkhouse

The Chinese Bunkhouse was built in 1917 and is one of the last surviving bunkhouses on the Pacific Northwest Coast. The building was originally located in Knight Inlet and was relocated to Britannia Shipyards by BC Packers. The upper floor features exhibit space exploring the lives of up to 100 Chinese workers who lived in the building and were employed at the nearby canneries. The ground floor features natural light from multiple windows, a beautiful river-side deck and a stunning wood interior-perfect for intimate gatherings.



Chinese Bunkhouse Capacity

The capacity of the Chinese Bunkhouse is 100 standing, 60 seated. Due to the BC Fire Code, these occupancy limits must be strictly followed. The rental space (lower floor) is wheelchair accessible.



Rental Fees

Chinese Bunkhouse Rental Fees 2025 (GST add'l)

4 hour booking (min)	\$700
Each additional hour	\$175
SOCAN Music only	\$22.06
SOCAN Music & Dancing	\$44.13
Re: Sound Music Only	\$9.25
Re: Sound Music and Dancing	\$18.51

All fees subject to change

Terms & Conditions

- Please note that the rental time booked is inclusive of time needed for set-up and take-down.

Cancellation & Refund Policy

- If cancellation notice is given more than one week in advance of the booking, a full refund will be given.
- If cancellation notice is given less than one week in advance of the booking, a refund minus the deposit will be given.
- If cancellation notice is given less than 24 hours in advance of the booking, there is no refund given.

Chinese Bunkhouse Availability

The Chinese Bunkhouse is available for social event rentals during the following times.

Date	Booking Times
January 1 to January 31	Friday or Saturday: Available 8:00am-11:30pm
	Sunday to Thursday: Available 8:00am-10:30pm
February 1 to March 31 ** During site operational hours, the upstairs exhibit will remain open to the public, so this may cause some interruptions to your rental.	Friday or Saturday: Available 8:00am-11:30pm
	Sunday to Thursday: Available 8:00am-10:30pm
April 1 to September 1 (Labour Day) ** Rentals not available during site operational hours	Friday or Saturday: Available 8:00am-10:00am, 5:00-11:30pm
	Sunday to Thursday: Available 8:00am-10:00am, 5:00-10:30pm
September 2 to December 31 ** During site operational hours, the upstairs exhibit will remain open to the public, so this may cause some interruptions to your rental.	Friday or Saturday: Available 8:00am-11:30pm
	Sunday to Thursday: Available 8:00am-10:30pm

**All guests, equipment and vehicles must leave the premises by the respective end times.

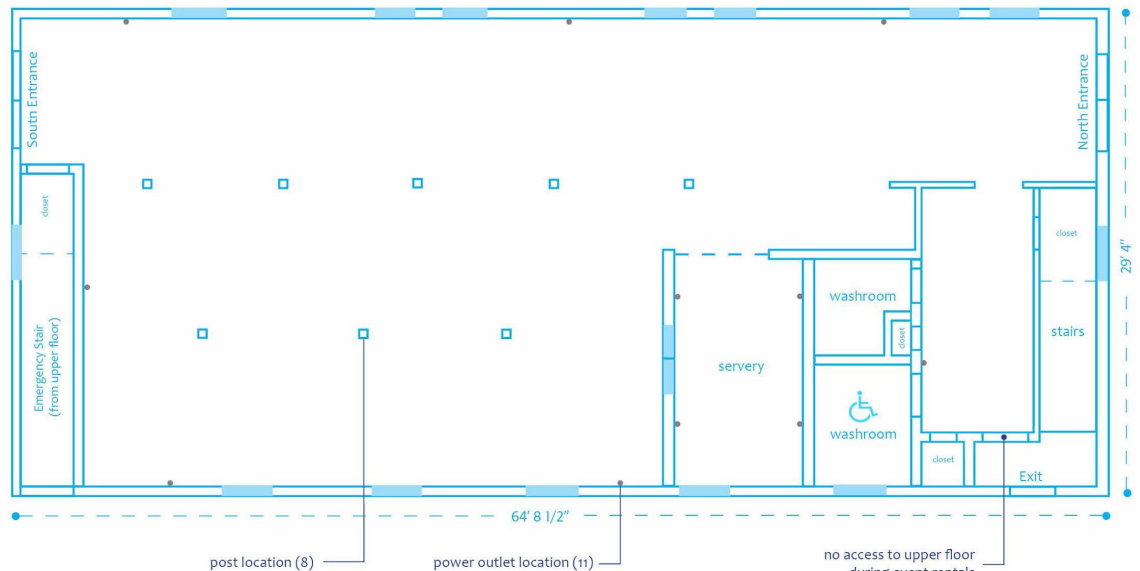
Bookings can be made up to one year in advance on the first of the month that the renter is intending to reserve in. For example, if you are hoping to book August 20th 2025, you may call as of August 1st 2024 to reserve. If your call-in day falls on a weekend, please leave a message.

Included in Rental

- Up to 8 round tables (5 feet diameter), 10 rectangular tables (6 feet in length) and 60 deluxe white plastic folding chairs*. These are to be set up and taken down by the renter.
 - Two universal bathrooms (one is wheelchair accessible).
 - Kitchen which includes sink, 2 microwaves, fridge/freezer.
 - Certain surfaces have been permitted for event use, but must be discussed prior to the event with the Visitor Services Coordinator and must be protected from spills and damage with a plastic cover.
 - Garbage and recycling receptacles.
 - A projector and projection screen are available for use. Instructions are posted in the kitchen, along with the connection you will need for your PC. The connection will require your PC to have an HDMI port. If it does not, please bring your own adaptor. Please ensure you follow the user instructions and return all items at the end of the rental. The building has free Wi-Fi accessibility, however as it is a public network, there is no guarantee that the signal will be strong enough for video conferencing style events. There is a direct ethernet connection if needed.
 - Non-exclusive parking use. Parking is prohibited on grass or wooden boardwalk.
 - On the day of the event, the site attendant will go through the building upon the renter's arrival, and complete an end-of-the-night cleanup checklist at the end of the day with the renter. Please respect the staff and volunteers who will be present on site to enforce our regulations.
- *Any other supplies needed such as additional tables/chairs, chair coverings, linens, glassware, tableware, lighting, DJ quality speakers or decor are not supplied by the site. Please ensure all deliveries and pickups are within your rental timeframe.

Floor Plan

Chinese Bunkhouse



The following information applies to both Seine Net Loft and Chinese Bunkhouse rentals

Licences and Insurance

- A Special Event Permit (SEP) must be obtained if serving alcohol. This permit is specific to the building applied for only – no alcohol will be permitted in other buildings or in any outdoor park spaces.
- All events require liability insurance of no less than \$5,000,000. This must include Host Liquor Liability if serving alcohol. This needs to list the "City of Richmond" and "Britannia Shipyards National Historic Site Society" as additional insured and cover all dates of rental.

Payment

- Upon booking, 50% of the rental fee and a deposit (\$1000 for Seine Net Loft/\$500 for Chinese Bunkhouse) must be paid to secure your rental.
- The payment balance is due 30 days prior to your rental.
- The deposit will be returned in the method it was paid (e.g. Visa to Visa), within one week after your rental, if there is no damage or overtime, etc. Please note that if this is paid by cheque, the refund process takes multiple weeks.

Important Restrictions and Cautions

- Smoking or vaping is not permitted in the park.
- Our buildings contain a unique collection of artefacts on display. Artefacts may not be moved and may not be altered or used as tabletop surfaces. The renter is not permitted to move exhibits or handle artefacts. As this is an exhibit space, exhibits and location of exhibits are subject to change without notice. Exhibits may change monthly.
- Renters are welcome to bring decorations, however there is to be no use of nails, screws, tape, fabric tape, Gaffer's tape or mac tac to affix objects. Any set up, décor and lighting plans as well as plans for catering, DJ, bartender and photographer must be listed on the provided templates, submitted to the Visitor Services Coordinator and reviewed by the Heritage Coordinator. Items not approved will not be permitted at your rental. A walkthrough of your event with your detailed plans must be done at least 30 days prior to your event.
- All electrical cords are to be covered by cord covers or mats. Nails, screws, tape, fabric tape, gaffer's tape or mac tac is not allowed as it damages our floors.

Important Restrictions and Cautions (cont'd)

- No open flame is permitted. Flameless candles may be used as an alternative. There is to be no use of propane inside the building, with exception of minimal use of sterno/ethanol gel to fuel chafing dishes. BBQs (propane or natural gas) must be placed no closer than 10 feet from the building exterior. During Fire Bans, regulations must be adhered to.
- No helium balloons, bubbles, glitter, confetti, rice, sparklers or real flower petals are permitted. Fake flower petals are permitted indoors but must be swept up afterwards. Real flower petals are permitted outdoors, but must be swept up afterwards.
- Rental spaces are expected to be left in the condition they were found. All garbage, leftover food, bottles, cans, and cardboard must be placed in the appropriate garbage or recycling receptacles. All liquids must be disposed of in the sink. Garbage bags must remain in leak-proof bins as liquid can damage our floors. Staff will transport garbage to the site bin. No flowers, dirty dishes, food, drink or spill residue can be left in the building overnight.
- Set up and take down of the event is the responsibility of the renter. Please respect site regulations and the interiors of the site's fragile heritage buildings.
- Any additional tents required must not exceed 10' x 20'.

COVID-19

As guidelines around COVID-19 are ever evolving, events must comply with all Provincial Health Orders at the time of the event. It is up to the renter to ensure all current PHO's are being followed, including Proof of Vaccination and Mask guidelines.



BRITANNIASHIPYARDS.CA

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CANADA

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