

Frequently Asked Questions

- NCCT Rentals -



NCCT
NATIVE CANADIAN CENTRE OF TORONTO

How much does it cost to rent a room for an event and what is the capacity?

| | Auditorium | Talking Room | Break Out Room | Elder's Room |
|-----------------|------------|--------------|----------------|--------------|
| Full Day | \$600.00 | \$550.00 | \$475.00 | \$300.00 |
| 4 Hours or less | \$525.00 | \$475.00 | \$375.00 | \$175.00 |
| Capacity | 120 | 20 to 40 | 20 | 6 |

Please note that these prices are HST inclusive. If you would like to find detailed info on each room and photos, please visit our website - <https://ncct.on.ca/facility-rentals/>.

How do I check if the room I want is available?

Please email Amasena.Delormier@ncct.on.ca or bonnie.matthews@ncct.on.ca with the date, time and room you are looking for and we will get back to you as soon as possible. You may also reach us at 416-964-9087 X307 or X343.

How do I book a room?

In order for us to secure your requested date we will need a \$300.00 deposit, payable by credit card, cheque or direct deposit and completed booking contract emailed to Amasena.delormier@ncct.on.ca. Our booking contract can be downloaded here - <https://ncct.on.ca/wp-content/uploads/2019/06/Rental-Form-2019-fillable.pdf>. Please be aware we cannot “pencil” in dates and will need both the deposit and the booking contract before we put your event in our calendar.

Do you have tables and chairs available?

Yes, tables and chairs are available and are included in the cost of the room rental. Please take a look at our website for examples of the different configurations available - <https://ncct.on.ca/facility-rentals>. If you would like us to set them up and tear them down for you, then there is an additional cost of \$100.00.

Do you allow outside caterers?

No, all catering must be provided by the NCCT. If you have specific needs, please let us know when booking your room and we will try our very best to accommodate you. Please find our catering forms for standard and traditional Indigenous menus here - <https://ncct.on.ca/facility-rentals/>.

Do you have equipment that we can rent?

The NCCT has a full inventory of equipment and services for you to rent if needed. Please note that these prices are HST inclusive.

| Item | Cost |
|-----------|---------|
| Projector | \$25.00 |

| | |
|---|--------------|
| Screen | \$50.00 |
| Flip Chart | \$10.00 each |
| Extension Cord | \$10.00 |
| Tablecloths | \$25.00 |
| Coat Rack | \$10.00 |
| Wi-Fi | \$70.00 |
| Hardline Internet Connection | \$100.00 |
| Conference Phone (Talking Room Only) | \$100.00 |
| Laptop | \$30.00 |
| Floor Podium | \$20.00 |
| Amplified Podium | \$60.00 |
| Audio Package (2 Microphones, 2 Wireless Mics, amplifier, sound board, set up) | \$175.00 |

Can my event run outside of normal NCCT operating hours?

Yes, but events occurring outside of normal NCCT operating hours require security at the additional charge of \$35 per hour.

What are your cancellation policies?

More than 31 days prior to event: Down payment will be refunded.

From 30 days prior to event: Down payment will not be refunded.

From 5 business days prior to event entire invoice amount will be owed.

Are you accessible?

Yes the NCCT has a service elevator located on the south side of the building. As well, each floor is equipped with accessible washrooms and we also have accessible gender neutral bathrooms as well.

Is there parking?

There is a parking P directly across the street, as well as street parking. No parking is available on-site.

What is the closest subway station?

We are located a short one minute walk north of Spadina subway station.

Can we smudge in the building?

Most definitely, we are a smudge friendly facility.