

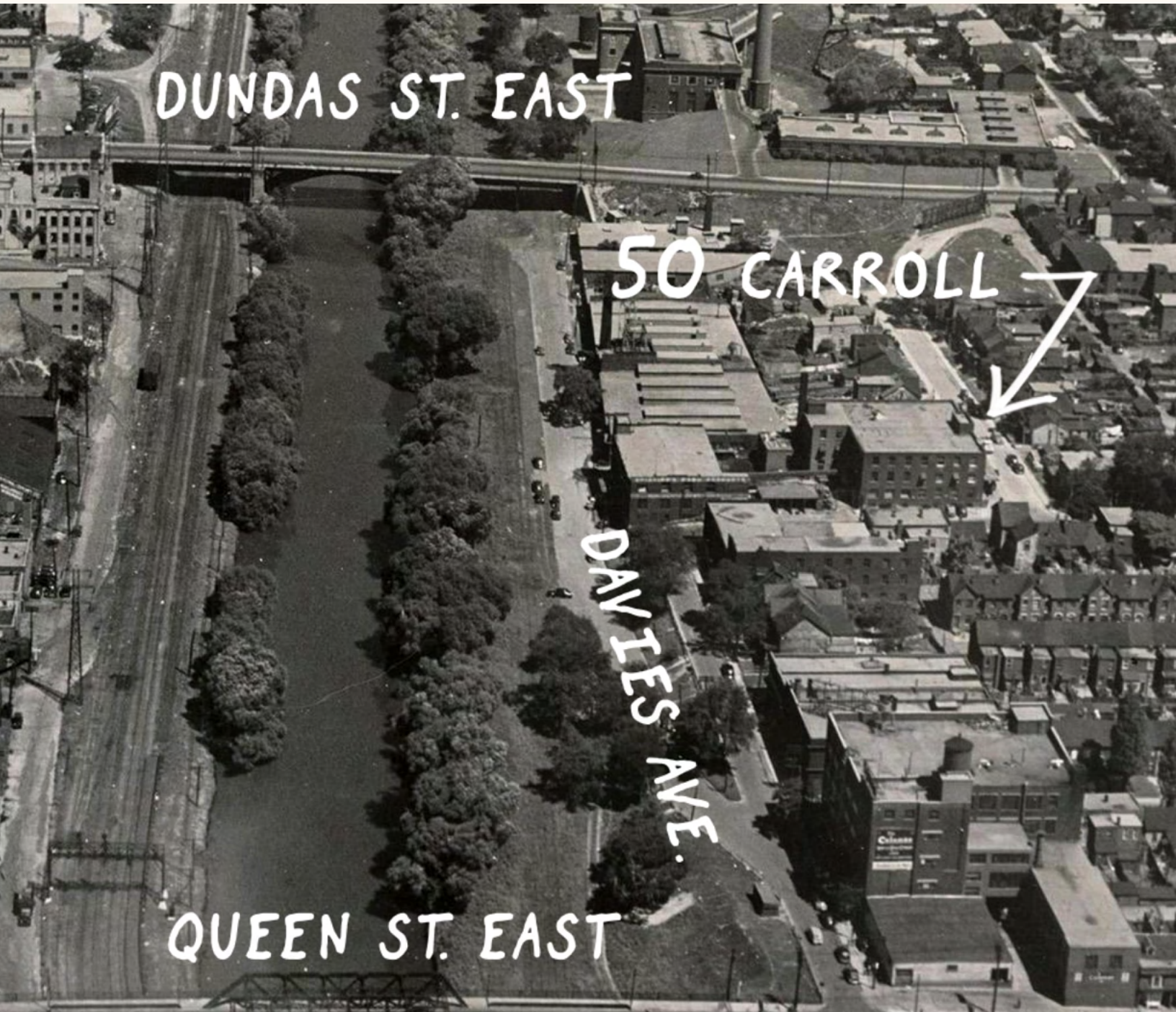


SPACES FOR HIRE

EAST ROOM

ABOUT US

East Room was founded in 2014 with the vision to develop an environment that enhances the personal and professional well-being of our members and extended community through intentional design, authentic programming, diverse community, and exceptional hospitality



PREMIUM EVENT SPACE

On-demand access to design-forward, multi-use spaces for your corporate and private functions. Available to members and non-members. Pay as you go and only for what you need. Design-forward spaces rich in amenities for your corporate and private functions.



PAST EVENTS



BULLY MAGX COMMON ROOT



PUBLIC POSSESSION



PROEZNA SCHOUER



WEDDINGS



NIKE X BIOSTEEL



A LITTLE NIGHT MUSIC

SPACES FOR HIRE
LOCATIONS

EAST ROOM

50 CARROLL ST

TORONTO, ON

Our 50 Carroll Street location is tucked away in the Riverside neighbourhood, located just off the Don Valley Parkway. This brick-and-beam building was developed as a manufacturing warehouse for the Sherriff Jam Company in the early 1900s and, in the 80s, converted into live-work lofts housing numerous musicians and artists.

This location is our founding address and features a range of our signature lounge areas, office spaces for small and large teams, boardrooms, telephone rooms, kitchens, and multiple patio spaces.



50 CARROLL ST. | EVENT SPACE

FIRST FLOOR LOUNGE
EVENT SPACE DETAILS

EVENT SIZE

75 people or less

CLEANING FEE

\$450

SECURITY

\$50 / HOUR (min. 4 hours)

One guard required

Coat check available upon request

A / V

**DJ equipment, sound system, projector and TV.
Optional AV support fee of \$75/hr available
upon request**

CATERING & BAR

Catering provided by East Room

LOAD IN / MOVE OUT

Weekday Load In | 5 PM

Weekend Load In | Anytime

Load Out | By 7 AM the following morning

FURNITURE

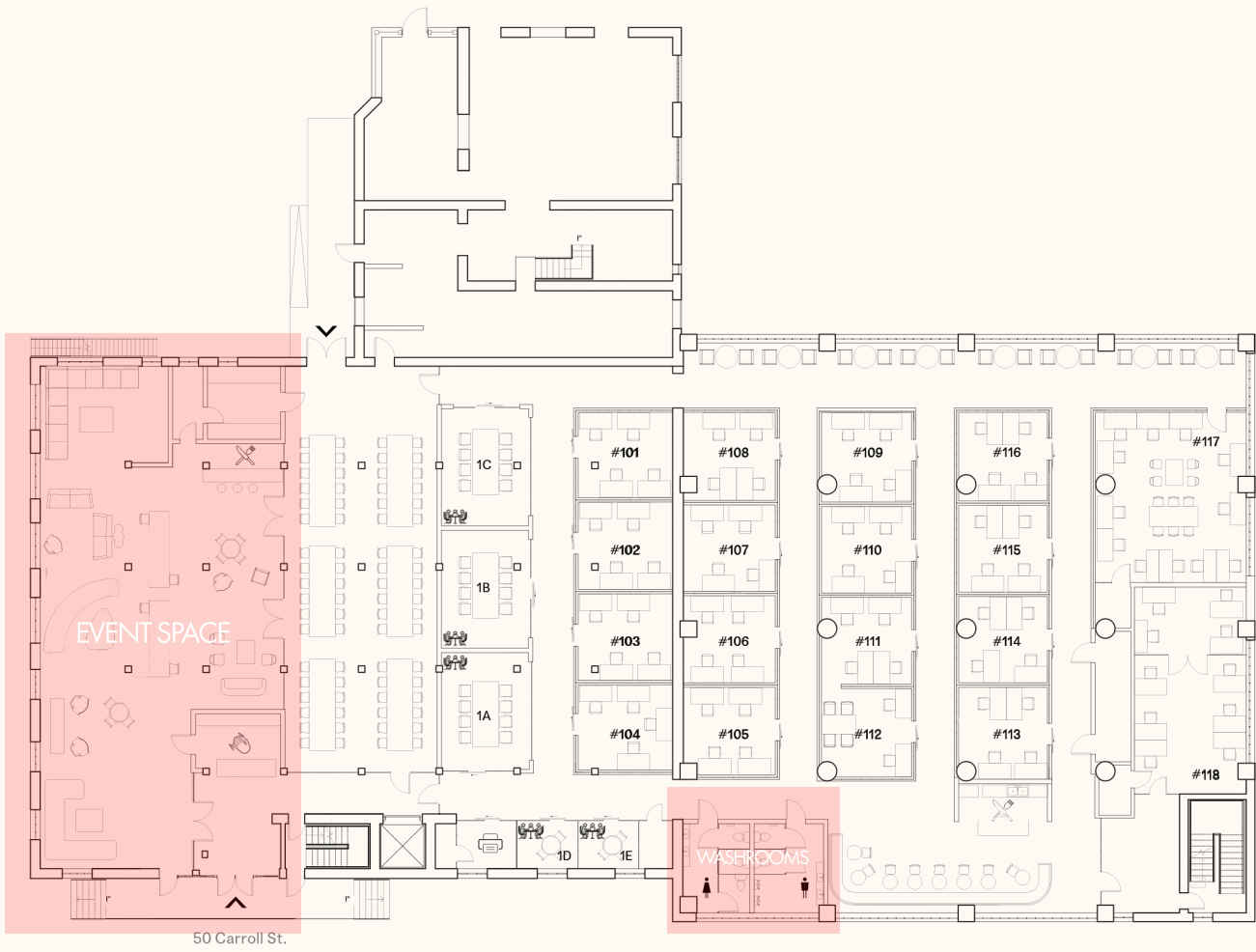
**Moving furniture is not permitted, external
furniture is not permitted**

RATE

CA \$5,800



FIRST FLOOR LOUNGE
EVENT SPACE DETAILS



50 CARROLL ST. | EVENT SPACE

SECOND FLOOR LOUNGE
EVENT SPACE DETAILS

EVENT SIZE

75 people or less

CLEANING FEE

\$350

SECURITY

\$50 / HOUR (min. 4 hours)

One guard required

Coat check available upon request

A / V

Sonos, projector and TV

\$75/hr A/V Support fee upon request

CATERING & BAR

Catering can be provided by East Room

LOAD IN / MOVE OUT

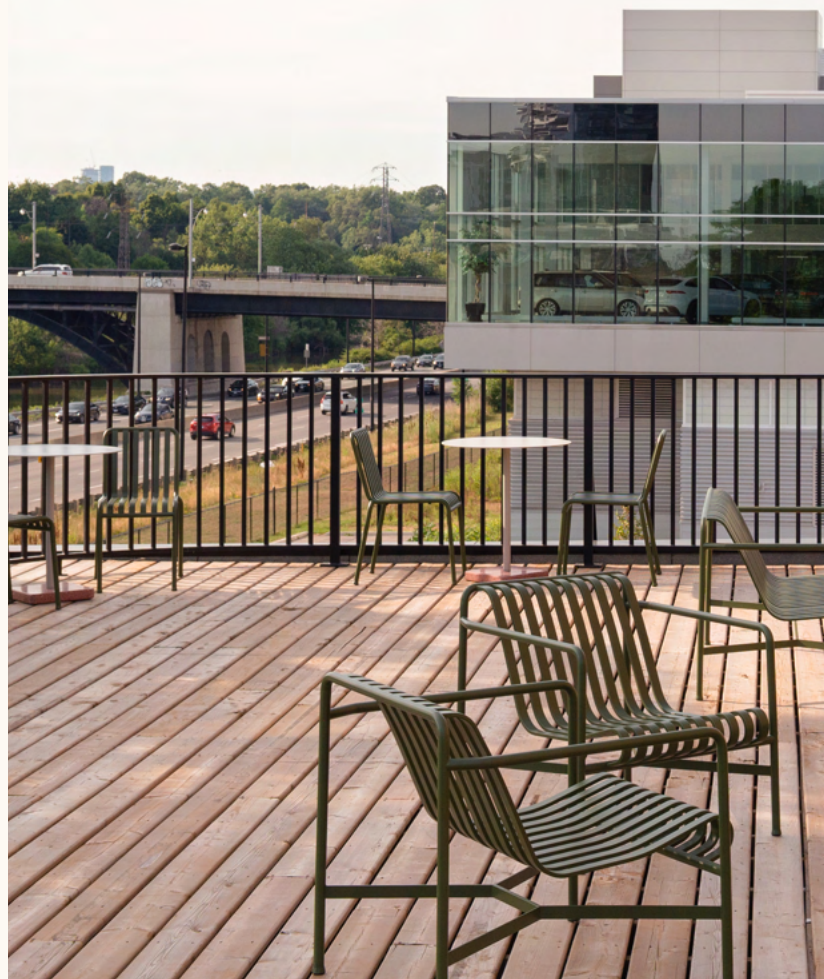
Weekday Load In | 5 PM

Weekend Load In | Anytime

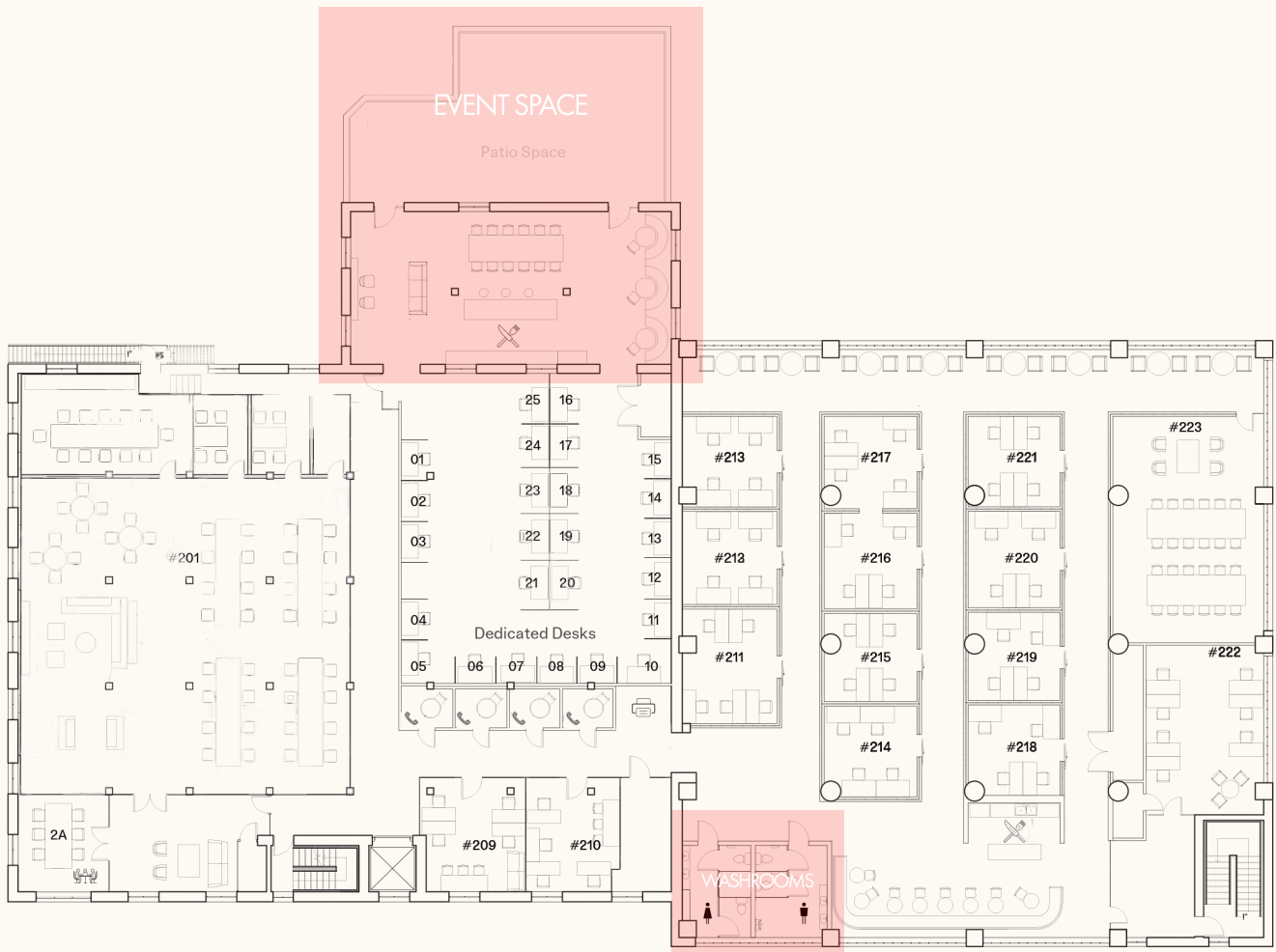
Load Out | By 7AM the following morning

RATE

CA \$3,200



SECOND FLOOR LOUNGE
EVENT SPACE DETAILS



THE BIG ROOM
EVENT SPACE DETAILS

EVENT SIZE

75 - 200+

CLEANING FEE

\$660

SECURITY

\$50/HR /GUARD (min. 4 hours)
One guard required per 50 guests

A/V

DJ equipment (2 turntables, 2 CDJ, 1 DJ mixer)

Speaker System (6x speakers mounted in the ceiling, 2 x radial speakers and 2 x subwoofers)

In-house projector (screen is 180")

1 wireless microphone

Optional AV support fee of \$75/hr

CATERING & BAR

Catering & Bartending by East Room
Alternate catering subject to landmark fee of 15% of the bill

Door attendant available upon request

Coat check available upon request

LOAD IN / MOVE OUT

Weekday Load In | Anytime
Weekend Load In | Anytime
Load Out | By 7AM the following morning

FURNITURE

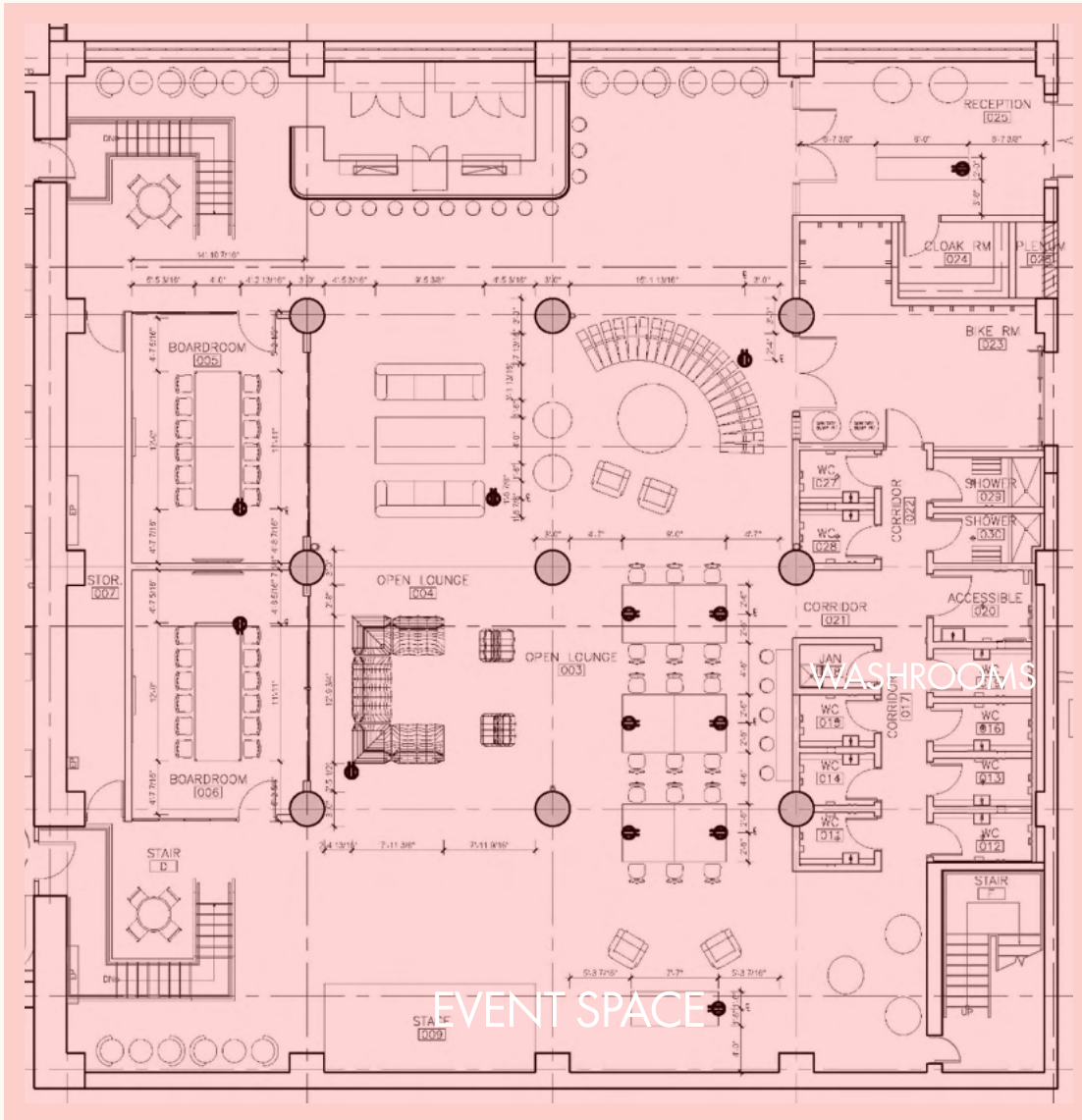
\$500 moving fee
Furniture rentals are coordinated by East Room

RATE

Starting at \$11,000 CAD



THE BIG ROOM
EVENT SPACE DETAILS



PRICE BREAKDOWN
EVENT SPACE DETAILS

LOCATION / ATTENDANCE	RATE	MEMBER / AFFILIATE RATE
1ST FLOOR LOUNGE (<75)	\$5,800	\$4,640
2ND FLOOR LOUNGE (<50)	\$3,200	\$2,560
THE BIG ROOM (75 - 100)	\$11,000	\$8,800
THE BIG ROOM (100 - 150)	\$13,700	\$10,960
THE BIG ROOM (150 - 200)	\$15,800	\$12,640
THE BIG ROOM (200+)	\$17,800	\$14,240

EAST ROOM

507 KING ST. EAST

TORONTO, ON

Located in the heart of Corktown, surrounded by restaurants and cafes, this turn of the century warehouse originally built as a button factory carries with it a long history of the arts. Most notably, it was the old location of the Funnel, an experimental Super 8 cinema which used to screen films by the likes of Joyce Wieland and American filmmaker Jack Smith.

This location features a range of office spaces for all team sizes, our signature lounge spaces, boardrooms, telephone rooms, kitchens, and an exclusive rooftop bar and lounge.



THE ROOFTOP
EVENT SPACE DETAILS

EVENT SIZE

50 + attendees

CLEANING FEE

\$400 for Indoor

\$600 for Indoor & Outdoor

SECURITY

\$50 / HOUR (min. 4 hours)

Two guards required for Indoor

Three guards required for Indoor & Outdoor

A / V

DJ equipment, speaker system with subs, projector and TV. Optional AV support fee of \$75/hr available upon request

CATERING & BAR

Catering provided by East Room

Bar is mandatory through East Room

LOAD IN / MOVE OUT

Weekday Load In | Anytime

Weekend Load In | Anytime

Load Out | 7AM the following morning

FURNITURE

Moving furniture is not permitted, external furniture is not permitted

RATE

CA \$17,000

Patio available seasonally



PRICE BREAKDOWN
EVENT SPACE DETAILS

LOCATION / ATTENDANCE	RATE	MEMBER / AFFILIATE RATE
ROOFTOP INDOOR (75)	\$9,000	\$7,200
ROOFTOP W/ PATIO (150)	\$17,000	\$13,600

EAST ROOM

SECURITY & CLEANING

HOST AT EAST ROOM

SECURITY

A security guard/s will be present for all events.

One (1) security guard is required for every fifty (50) guests for a minimum of four (4) hours. Please note that all staffing and security charges are subject to HST.

If required, East Room can provide a door attendant for an additional fee.

CLEANING

Cleaning fees will vary depending on which space is booked, East Room provides cleaning staff for all events.

The Big Room is subject to a cleaning fee of \$660

The First Floor Lounge is subject to a cleaning fee of \$450

The Second Floor Lounge is subject to a cleaning fee of \$350

The 507 King Rooftop is subject to a cleaning fee of \$450



EAST ROOM

CATERING & BARTENDING

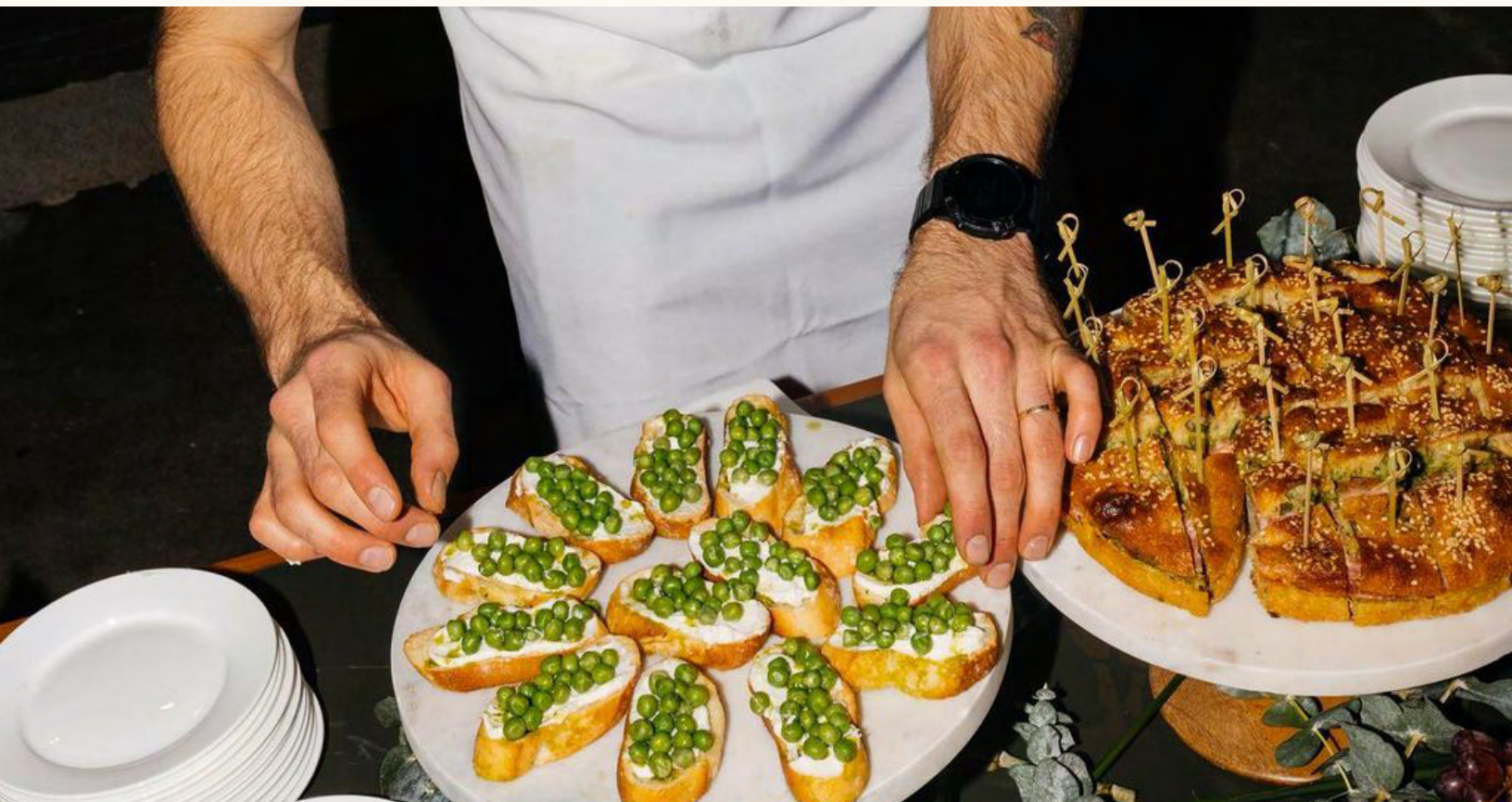
HOST AT EAST ROOM

Once your event details are confirmed, we'll connect you with East Room Catering, who will handle all catering and bartending services. Our team offers diverse menus, serving options, and price ranges.

A 50% deposit is required for all catering and bartending services and is due at the time of booking.

If you prefer an external caterer, a landmark fee of 15% of your total catering bill will be applied. Caterers must send a quote to venue coordinator for approval. The landmark fee will be added to the final invoice.

Please note, bar staffing will be exclusively coordinated through East Room.



FAQ

HOST WITH EAST ROOM

HOW LARGE IS THE STAGE?

18 ft wide x 8 ft depth x 8 in high.

CAN I MOVE THE FURNITURE?

Furniture cannot be moved, and external furniture is not permitted.

Exceptions are available for The Big Room, and require a furniture moving fee of \$500.

IS THERE ADDITIONAL LIGHTING?

We do not offer additional lighting.

You're welcome to bring additional lighting if required.

CAN I REMOVE THE ARTWORK?

All artwork is to remain in the space and cannot be moved.

CAN I DECORATE THE SPACE?

All decorations must be pre-approved by East Room, and must be affixed using push-pins or drafting tape.

Candles are prohibited in the event spaces unless the flame is enclosed (ex. Hurricane Candle Holders).

Any costs incurred from damages related to decor are the responsibility of the client.

EAST ROOM

FAQ

HOST AT EAST ROOM

PAYMENTS AND DEPOSITS

A deposit of 50% of the venue fee, along with a signed contract is required to secure your booking.

Deposits can be made by wire transfer, e-transfer, pre-authorized debit, or credit card.

Remainder of fees are due in full, two (2) days prior to the event date by wire transfer, e-transfer, pre-authorized debit, or or credit card payable to East Room.

All estimated charges must be paid in advance of your event to gain access to the venue.

LOGISTICS

The East Room planning team must review and approve all proposed logistical plans for the use of the premises a minimum of thirty (30) days prior to an event

INSURANCE

One time party insurance must be purchased ahead of the event with proof of purchase.

CANCELLATIONS & DATE CHANGES

For cancellations, notify East Room promptly in writing or by email. Your deposit will be held, and in case of rescheduling, we will make every effort to accommodate a new date.

KEY DATES

ON-SITE LOGISTICS MEETING

Initial walk-through will occur prior to the booking.

FINAL GUEST COUNT

30 days ahead of event

RUN OF SHOW & LIST OF VENDORS/SUPPLIERS

30 days ahead of event

INITIAL DEPOSIT

Due upon booking

FINAL FLOOR PLAN

30 days ahead of event

FINAL DEPOSIT

48 hours ahead of event

EAST ROOM

FAQ

HOST AT EAST ROOM

EVENT SPACE

A final run-of-show walkthrough of the space is available upon request.

COAT CHECK

Coat Check and a Door Attendant are available at an additional cost.

LOAD IN / OUT

All property and equipment is to be delivered, set-up and removed on the day of the event unless otherwise approved.

Rental items must be scheduled for pick-up no later than 7:00AM the following day.

Alcohol service must stop no later than 2:00 AM.

Music (DJ or live music) must stop no later than 2:00 AM.

All guests must be off East Room premises no later than 3:00 AM.

EAST ROOM

EVENTS@EASTROOM.COM

WWW.EASTROOM.COM

**507 KING ST E
TORONTO ON
416.628.5333**

**50 CARROLL ST
TORONTO ON
416.628.5333**