



Spaces to inspire a one-of-a-kind wedding

**wag**



## FREQUENTLY ASKED QUESTIONS

### DOES THE WAG ALLOW CEREMONY ONLY BOOKINGS?

You must book your wedding reception at the WAG to have your wedding ceremony here as well.

### WHAT IS INCLUDED IN THE RENTAL COSTS?

Included in your rental costs are:

- Tables and chairs
- A dedicated **Event Lead staff person**

The following fees are in addition to the rental costs:

- **Security Guards** Security is \$25.00/hour with a minimum of three hours per guard. One guard is required per 75 guests on one floor
- **Wedding ceremony** set-up \$125.00 flat rate
- **Government-regulated** Entandem (SOCAN & Resound) fees for music – these depend on the number of guests and whether there is dancing.

### HOW MUCH IS THE DEPOSIT?

Your rental deposit will be 50% of the total rental cost.

### WHAT IS YOUR CANCELLATION POLICY?

The rental deposit will be returned if the WAG receives a cancellation notice at least six weeks in advance of the rental date. The WAG maintains the right to cancel the booking if the deposit is not received at least one month from the date the contract is issued.

### IS THE SITE MOBILITY ACCESSIBLE?

Yes, the WAG is equipped with elevators and universal washrooms on all levels.

### IS THERE PARKING AVAILABLE ON-SITE?

There is ample street parking located around the WAG as well as The Bay Parkade directly across the street. There are also other privately-owned lots located within walking distance of the building.

### DO YOU HAVE AN IN-HOUSE CATERER?

Inn at the Forks/Sparrow Hotels are our exclusive caterers. For more information please contact Sheila at [kristinnson@innforks.com](mailto:kristinnson@innforks.com).

### DO YOU HAVE A LIST OF PREFERRED VENDORS?

Yes, our preferred vendors have been vetted to ensure a professional and seamless experience. See the list here.

### WHAT ARE OUR BAR OPTIONS?

The Inn at the Forks is able to provide host, cash or corkage bar service. For more information please contact Sheila at [skristinnson@innforks.com](mailto:skristinnson@innforks.com).

### ARE THERE ANY DÉCOR RESTRICTIONS?

The following are prohibited within the building: Candles, open flames, propane, natural gas, and other flammable materials; outdoor plant materials (i.e. soils, mosses, branches); balloons; particulates, such as confetti. Only cut and sprayed florals may be used. All décor, whether hung or free standing, must be approved by the WAG. No décor or signage will be taped to the walls or hung from the ceiling, and all décor must be a minimum of three feet away from any art works.

### WHAT TIME DO WE HAVE ACCESS TO YOUR EVENT SPACE?

You will be granted access to your event space at 3pm unless alternative arrangements have been made.

### ARE WE ABLE TO HAVE A WEDDING CEREMONY REHEARSAL?

Yes, we will contact you to confirm a rehearsal time within a month to two weeks of your wedding.

### WHAT'S THE BACKUP PLAN FOR INCLEMENT WEATHER FOR OUR ROOFTOP SCULPTURE GARDEN CEREMONY?

At the time of confirming your rental, you are required to book an alternative space for your ceremony. You must pay for both rooms, whether you use the alternative area or not.

### WHAT SIZES OF TABLES DO YOU PROVIDE?

We have 5-foot round tables that seat eight people. We also have 4, 6 and 8-foot rectangular tables, as well as cocktail tables.

### WHAT TYPE OF CHAIRS DO YOU PROVIDE?

For ceremonies, we provide white folding chairs. For receptions, we provide wide-back white metal chairs. You are also welcome to rent alternate seating, and the vendor must provide afternoon delivery and set-up and late-night tear-down. WAG event staff will not be responsible for setting up rented chairs.

### DO YOU PROVIDE A TABLE FOR SIGNING DURING THE CEREMONY?

Yes, we can supply you with a 4-foot table for signing your documents.

### ARE YOU ABLE TO PROVIDE A SOUND SYSTEM FOR THE CEREMONY?

Yes, we have a portable sound system that includes a microphone with stand for rent. The cost is \$75.00

### WILL YOU ALLOW OUR PETS TO ATTEND OUR WEDDING?

We know how important having a pet can be at your ceremony or for photos. We ask that your pet remain outside and be leashed or on a tether. For the comfort of guests and due to food handling restrictions, pets cannot be inside the venue during the reception. Service animals are exempt from these guidelines.