

SPECIAL EVENTS

Facilities Rental Guide

Sudbury

→ collegeboreal.ca




Boréal

Table of Contents

General Information	2
Facilities Overview and Capacities	3
Event Spaces and Room Details	4
Trisac Theatre	5
Au Pied du Rocher Banquet Hall	8
Cafeteria	10
Pub	12
Watters Lecture Hall.....	14
Conference Centre	16
Heart of Fire Pavilion	17
Gymnasium.....	18
Commercial Kitchen.....	19
Black Box Studio.....	20
Recording Studio	21
Classrooms and Specialized Labs.....	22
Film and Television Production Rentals	23
Furniture and Event Setup.....	24
Audiovisual and Technical Services.....	25
Food and Beverage Services.....	26
Parking and Campus Access.....	27
Boréal Residence.....	30
Policies and Procedures.....	31
Contact Information	32

General Information

Collège Boréal's Sudbury campus spans nearly 40,000 m² and serves as a hub for education and community engagement in Northern Ontario. Our modern, versatile facilities support a wide range of events, from small meetings to large-scale gatherings.

- › Large multi-purpose spaces for conferences, performances and receptions
- › Classrooms and meeting rooms for small to mid-sized groups
- › Common areas suitable for fairs, exhibitions and community events
- › State-of-the-art audiovisual and videoconferencing capabilities
- › In-house catering and bar services

Private businesses, non-profits, community partners and individuals can rely on Collège Boréal's experienced events team to ensure a successful event.



Facilities Overview and Capacities

Room	Square Footage	Capacity			
		Banquet 	Standing 	Theatre 	Meeting 
Trisac Theatre	3,731 sq. ft..	128	200	370	–
Au Pied du Rocher Banquet Hall	2,788 sq. ft..	104	175	150	–
Cafeteria	3,778 sq. ft..	216	336	–	–
Pub	2,514 sq. ft..	–	96	–	–
Watters Lecture Hall	2,198 sq. ft..	–	–	88	–
Conference Room 1150G	955 sq. ft..	–	–	–	24 Hollow square
Conference Room 1150K	470 sq. ft..	–	–	–	12 U-Shape
Conference Room 1150E	380 sq. ft..	–	–	–	12 Boardroom
Heart of Fire Pavilion	808 sq. ft..	–	40	–	16 Hollow circle
Gymnasium	7,196 sq. ft..	400	1,000	736	–
Commercial Kitchen	3,000 sq. ft..	–	60	–	–
Black Box Studio	1,068 sq. ft..	–	40	–	–
Recording Studio	651 sq. ft..	–	6	–	–
Classrooms	Varies	–	–	Varies	–
Specialized labs	Varies	–	–	Varies	–

Event Spaces and Room Details

Venue amenities

Your one-stop shop for events:

- › Multiple event spaces in one convenient location
- › Furniture, setup and teardown included
- › On-site audiovisual (AV) equipment and technical support
- › In-house catering and bar services
- › Free high-speed Wi-Fi
- › Ample on-site parking
- › Wheelchair accessible
- › Air conditioned
- › 24/7 on-site security

For pricing and availability, please contact the Special Events Department.



Trisac Theatre

Our Trisac Theatre is a fully equipped, versatile performance hall. Perfect for concerts, conferences, recitals and large-scale presentations, it combines professional facilities with a flexible layout to suit a wide range of events.

Square footage: 3,731 sq. ft..

Capacity: 370 seats, 200 standing, or 128 banquet-style

- › For smaller groups, a curtain can be used to hide the upper level of seating.
- › The theatre can be set in "Studio Mode," featuring retractable lower seating and floor-to-ceiling curtains for a reception-style setup, ideal for galas and receptions.
- › The theatre can be divided into three smaller lecture halls.



Trisac Theatre

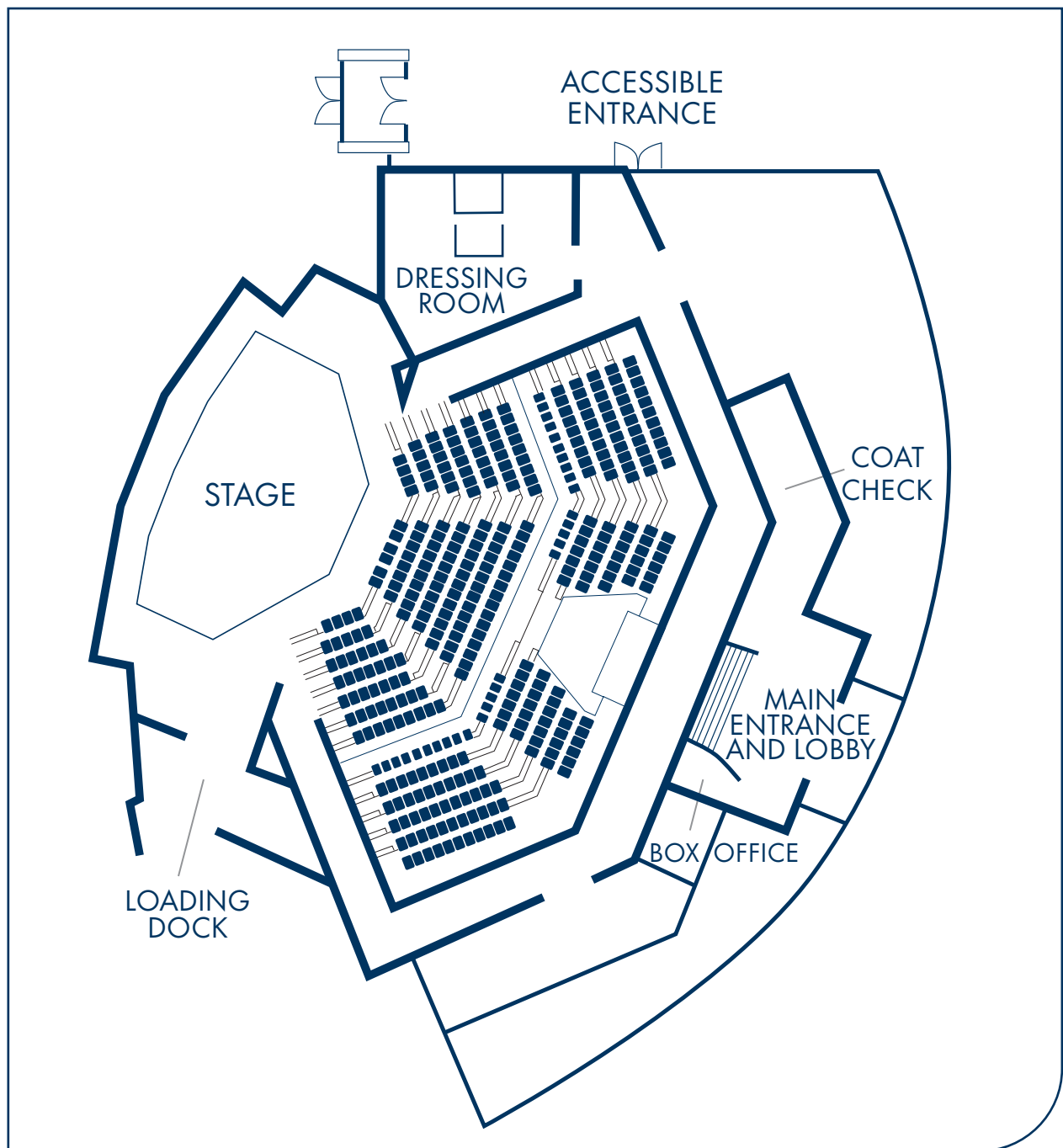
Amenities:

- › Lobby area with coat check and box office
- › State-of-the-art sound and lighting equipment
- › Large 24' x 13.5' retractable projection screen
- › 3 cameras for videoconferencing or livestreaming
- › Loading dock conveniently located stage right
- › Dressing room conveniently located stage left
- › Food and beverages permitted in the theatre
- › Retractable seating for reception-style layout
- › Flexible layout to accommodate smaller groups

Please contact us to receive the complete technical specifications for the venue.



Trisac Theatre



Au Pied du Rocher Banquet Hall

Our banquet hall, Au Pied du Rocher, is a warm and welcoming space with stunning floor-to-ceiling windows, perfect for weddings, baby showers, receptions and corporate events.

Square footage: 2,788 sq. ft..

Capacity: 104 seated, 175 standing, 150 theatre-style

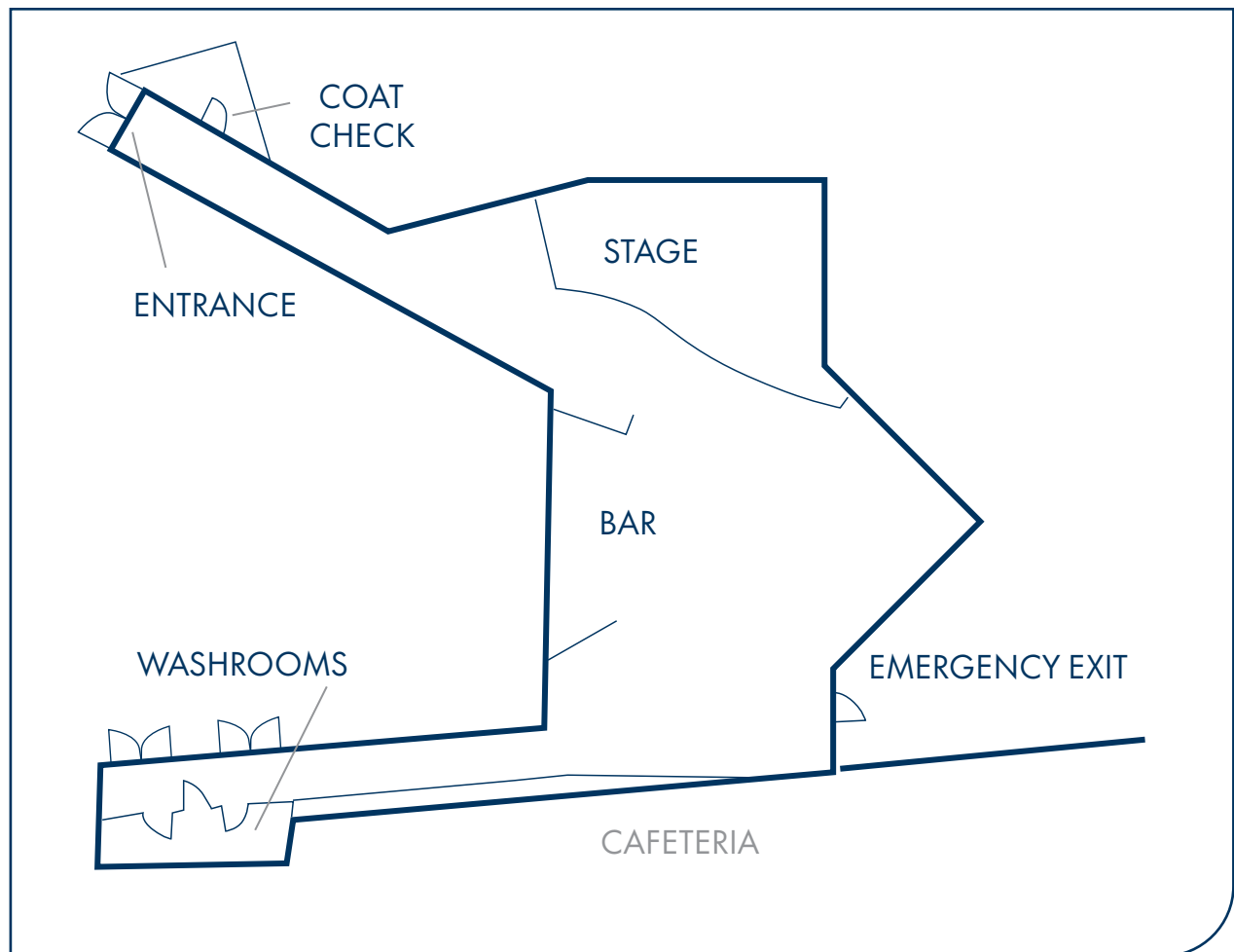
- *For larger gatherings, a sliding wall connects the banquet hall to the adjacent cafeteria, allowing the space to be partially expanded with drapes or fully opened into one expansive venue.*

Amenities:

- › Coat check
- › Private washrooms
- › Spacious bar
- › Unique stage made of exposed rock
- › Integrated sound system
- › 2 retractable projection screens
- › Floor-to-ceiling windows for abundant natural light



Au Pied du Rocher Banquet Hall



Cafeteria

The cafeteria is a versatile, open space with abundant natural light, ideal for weddings, job fairs, vendor markets, and corporate gatherings. Its flexible layout makes it easy to adapt for both formal and casual events.

Square footage: 3,778 sq. ft.

Capacity: 216 seated, 336 standing

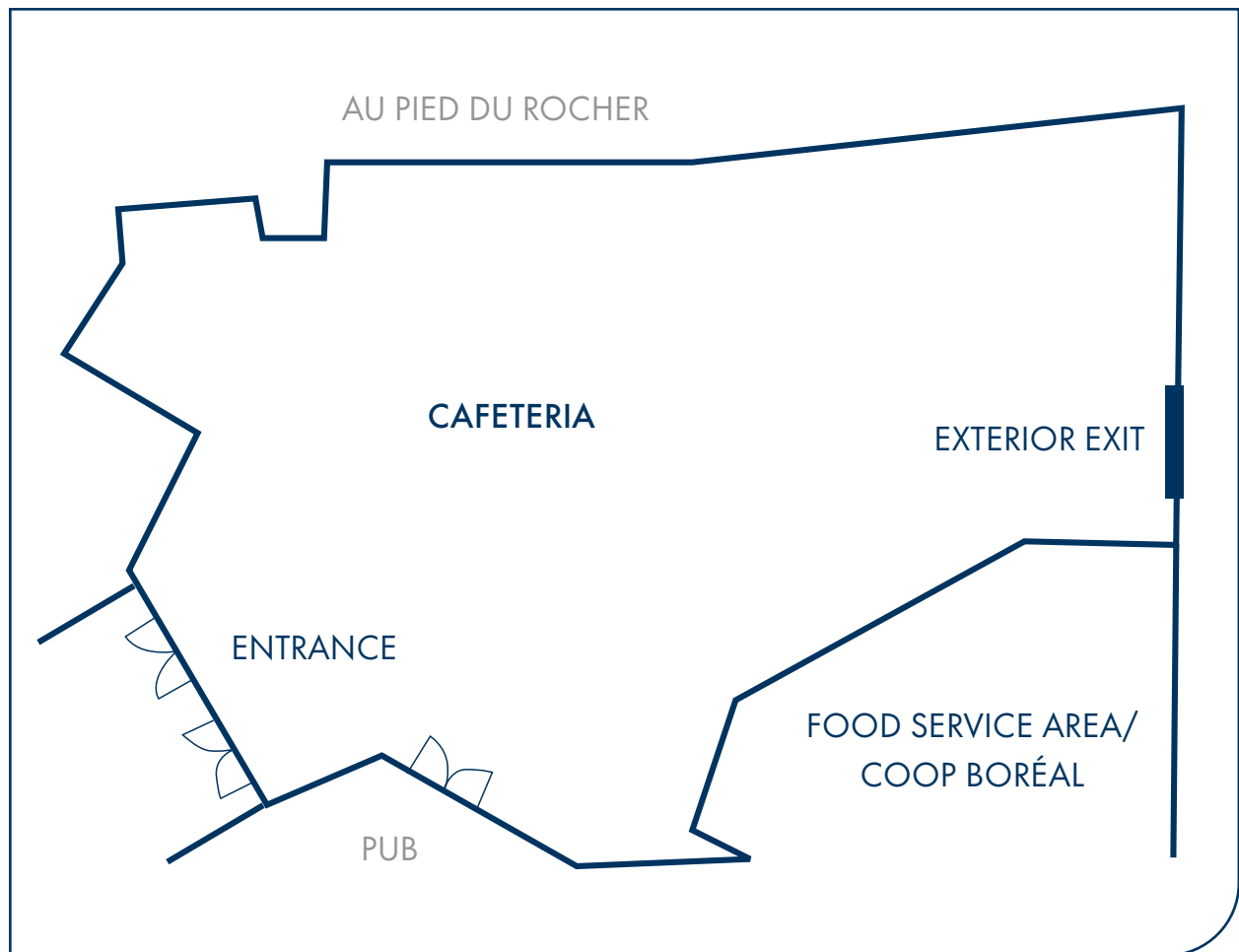
- *For larger gatherings, a sliding wall connects the cafeteria to our adjacent banquet hall, seamlessly joining both rooms into one expansive venue.*

Amenities:

- › Flexible layout options
- › Nearby washrooms
- › Floor-to-ceiling windows for abundant natural light
- › Black curtains cover food service and vending areas, creating a blank canvas
- › Adjoins banquet hall and pub for easy multi-room events
- › Convenient loading area



Cafeteria



Pub

Looking for a fun, relaxed space for your next event? The Pub is the perfect spot! With pool and ping-pong tables, cozy couches and a casual atmosphere, it's ideal for social gatherings, team events or informal celebrations.

Square footage: 2,514 sq. ft.

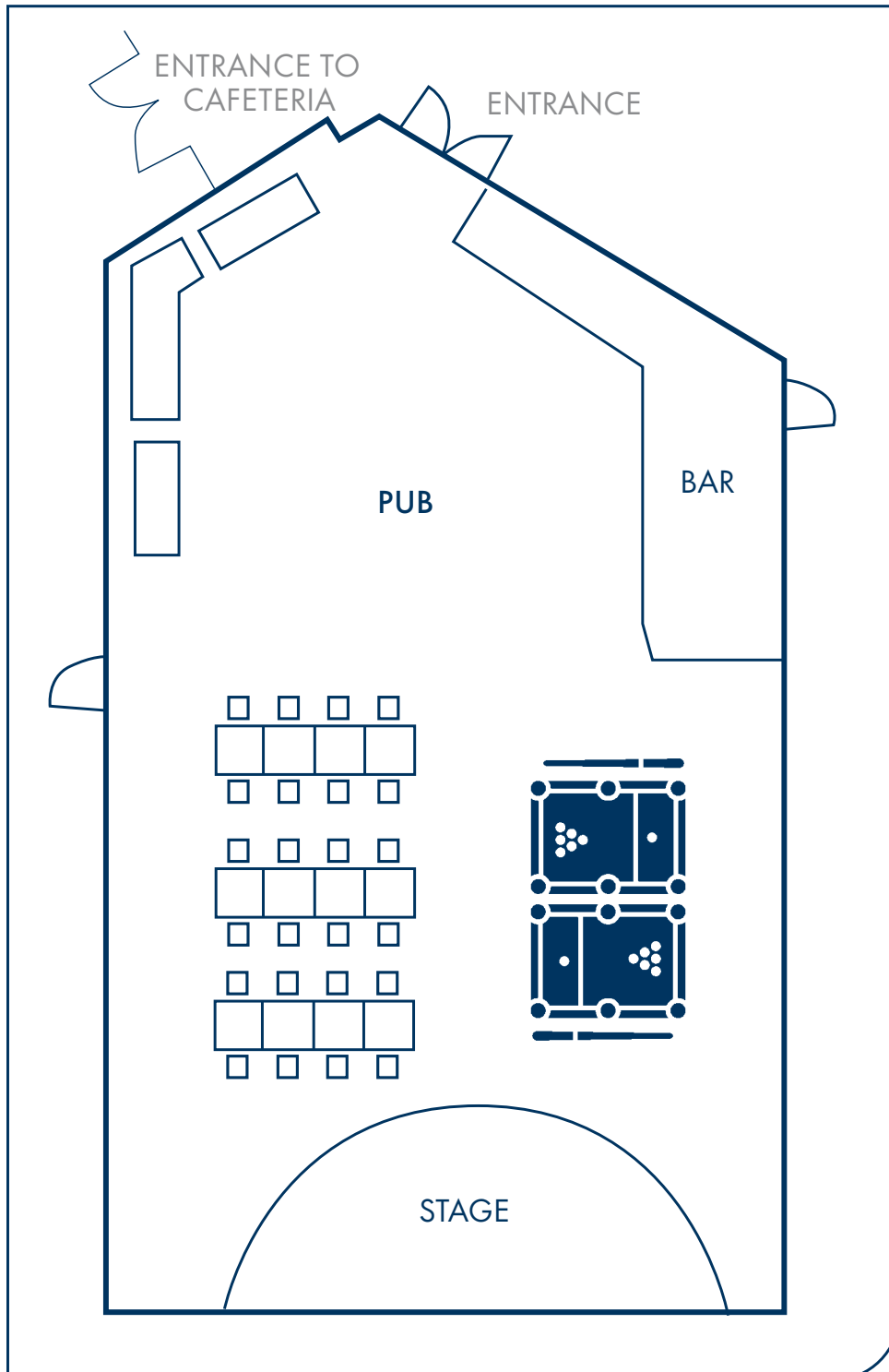
Capacity: 96

Amenities:

- › Stage
- › Spacious bar
- › Integrated sound system
- › Large retractable projection screen
- › Ping-Pong, foosball, and pool tables
- › Arcade games



Pub



Watters Lecture Hall

The Watters Lecture Hall is a modern, state-of-the-art space ideal for presentations, lectures and interactive learning sessions.

Square footage: 2,198 sq. ft.

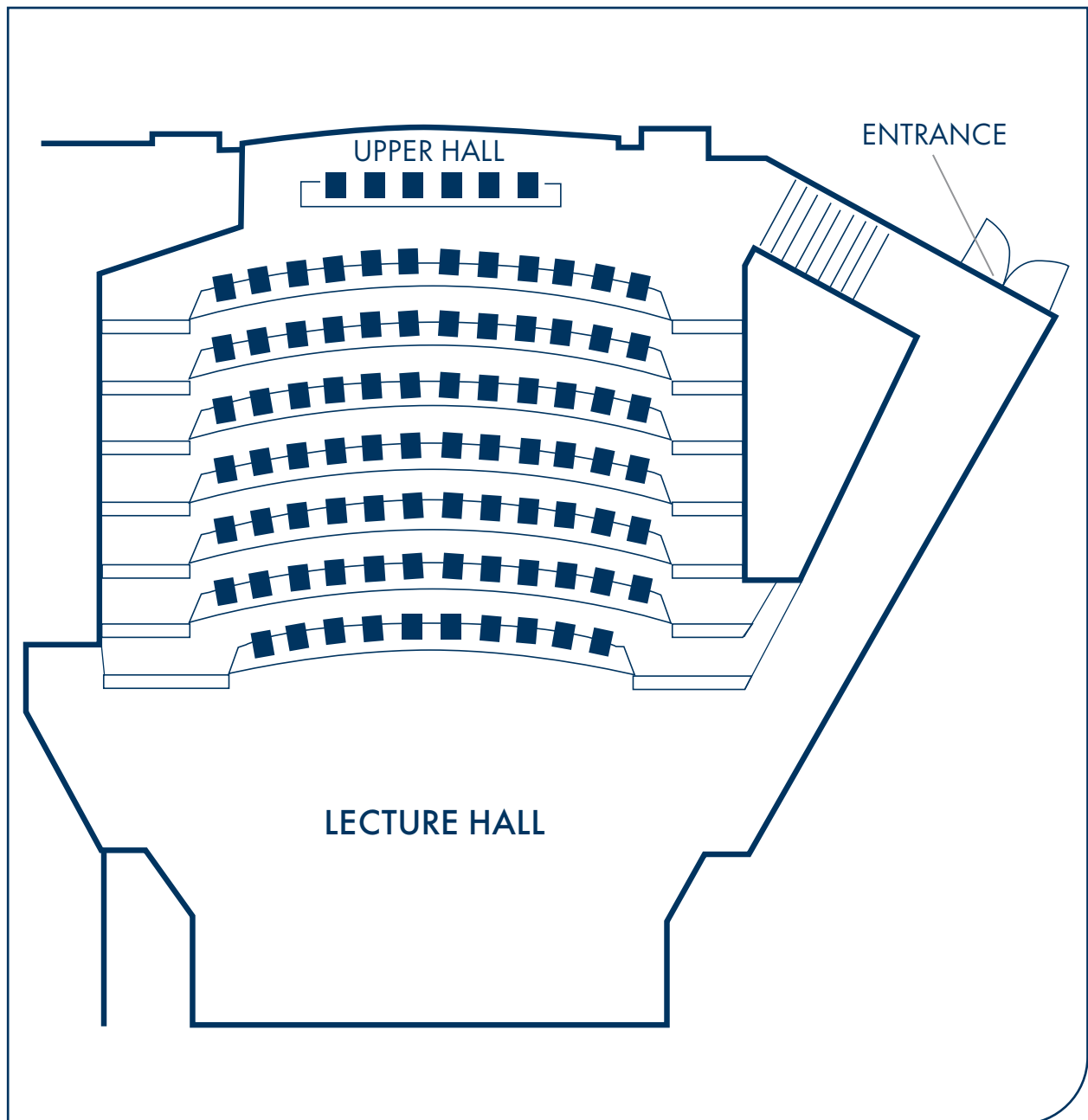
Capacity: 88 seats

Amenities:

- › Tiered seating with tables for note taking
- › Lectern station
- › Large front-wall screen
- › 3 additional 75" TV screens
- › Wireless screen mirroring
- › Integrated sound system
- › Integrated videoconferencing cameras
- › Convenient access to adjoining conference center



Watters Lecture Hall



Conference Centre

Our conference centre features three versatile rooms, a welcoming lobby area and a kitchenette, providing a flexible space for meetings, workshops and events of various sizes.

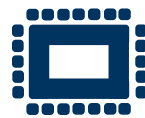
Amenities:

- › Free Wi-Fi
- › 3 rooms of varying sizes
- › Kitchenette
- › Televisions and videoconferencing capabilities in each room
- › Wireless screen mirroring

Conference Room 1150G

Square footage: **955 sq. ft.**

Capacity: Hollow square layout with 24 seats



Conference Room 1150K

Square footage: **470 sq. ft.**

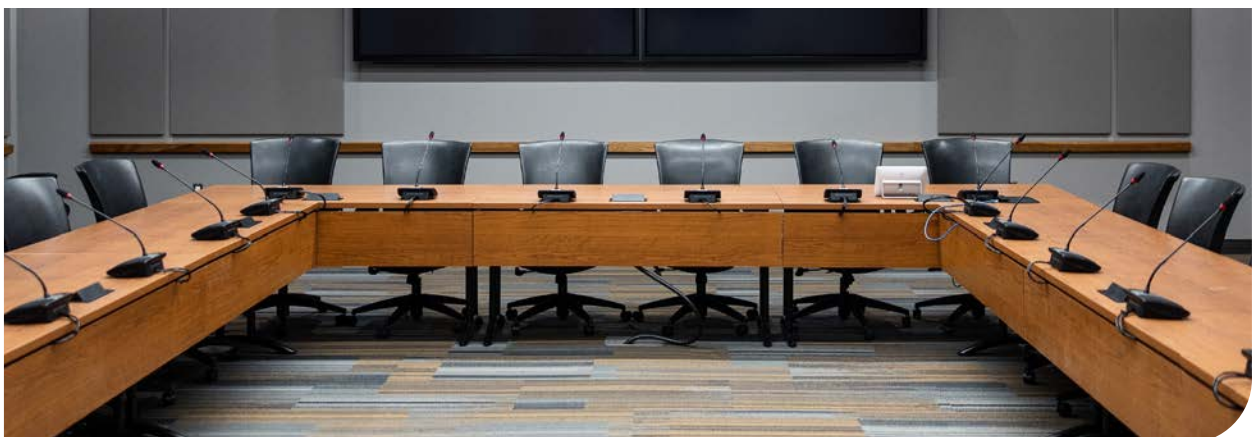
Capacity: U-shape layout with 12 seats



Conference Room 1150E

Square footage: **380 sq. ft.**

Capacity: Boardroom layout with 12 seats



Heart of Fire Pavilion

The Heart of Fire Pavilion is a dedicated Indigenous space, suitable for meetings, workshops and traditional Indigenous ceremonies, including smudging.

Square footage: **808 sq. ft.**

Capacity: **Hollow circle with 16 chairs, 40 standing**

Amenities:

- › Flexible layout for small to medium-sized gatherings
- › Ceremonial circle for Indigenous practices
- › Integrated ventilation system for smudging ceremonies
- › Exterior doors providing access to the outdoor courtyard
- › 4 televisions and videoconferencing capabilities



Gymnasium

Our gymnasium is a multi-purpose space designed for both athletic use and large-scale events such as trade shows, graduations and receptions.

For sports activities, please contact the Sport Centre at 705-560-6673 ext. 6005 or email centre.sportif@collegeboreal.ca.

Square footage: 7,196 sq. ft.

Capacity: 400 banquet, 1,000 standing, 736 theatre-style

Amenities:

- › Dividable into two smaller sections
- › Audiovisual equipment available
- › Stage risers available
- › Pipe and drape available
- › Portable projector screen available
- › Dimmable lighting
- › Nearby washrooms



Commercial Kitchen

Our fully equipped commercial kitchen is ready for all your culinary needs. With four dedicated areas for baking, cold preparation, hot preparation/cooking and dishwashing, it includes high-quality commercial appliances and cookware. Just bring your ingredients and start cooking!

Square footage: 3,000 sq. ft.

Capacity: 60

Amenities:

- › Four dedicated areas: baking lab, cold prep, hot prep/cooking and dish pit
- › Convection ovens, food warmers, restaurant stoves, grills, and fryers
- › Commercial dishwasher
- › Industrial refrigerators and freezer (shared access)
- › Storage carts with lockable compartments
- › Daily and long-term rentals available



Black Box Studio

The Black Box is a multi-purpose performance space perfect for rehearsals, workshops, film shoots and professional-quality recordings. Its adaptable design allows for a wide range of setups, from independent projects to integrated events within our Trisac Theatre.

Square footage: 1,068 sq. ft.

Capacity: 40

Amenities:

- › Floor-to-ceiling cyclorama on two walls
- › Black curtains for a neutral backdrop for lighting, video or set design
- › State-of-the-art sound and lighting systems
- › Open, flexible floor space for multiple layouts
- › Optional audiovisual connection to Trisac Theatre for professional recording



Recording Studio

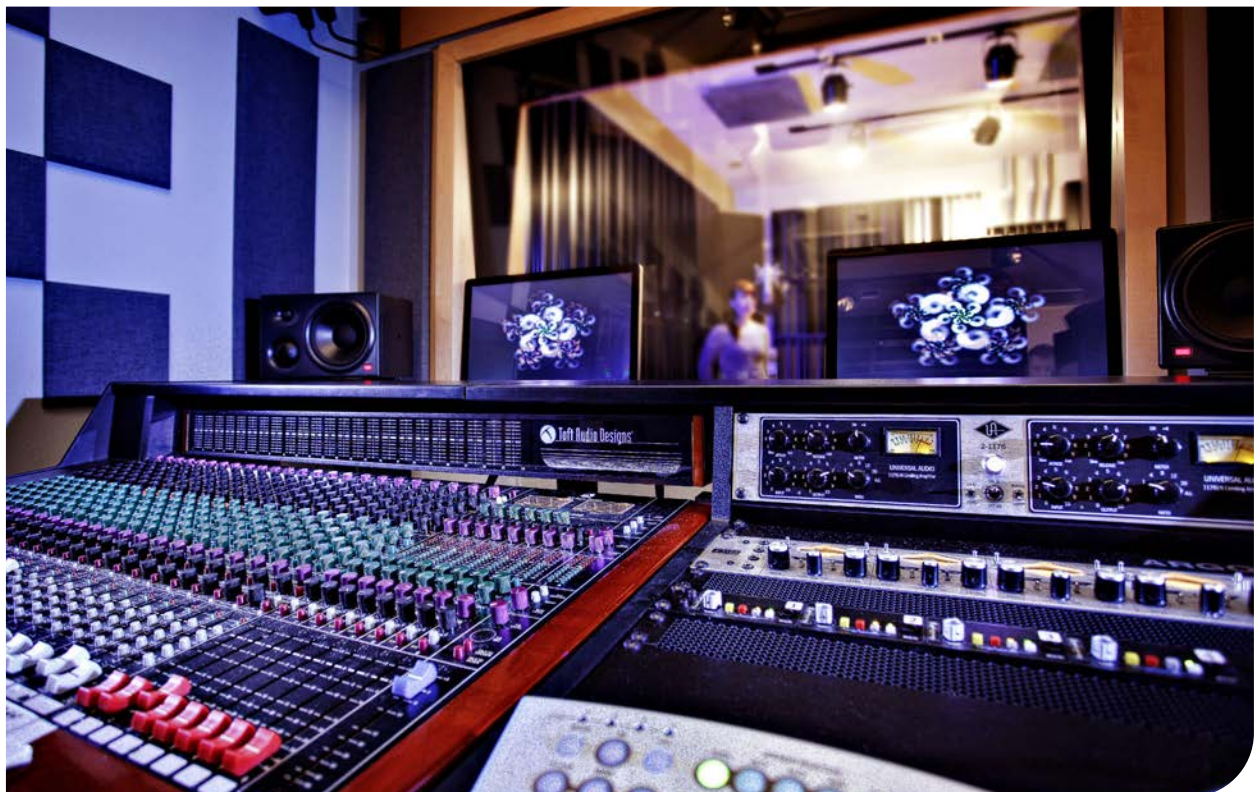
The Recording Studio is a fully equipped recording environment designed for multi-track recording, live performance capture and audio mixing practice. Connected to the Black Box, it allows hands-on learning and professional-quality production in a controlled, acoustically treated space.

Square footage: 651 sq. ft.

Capacity: 6

Amenities:

- › Fully equipped recording and mixing space
- › Professional-grade audio consoles and monitoring systems
- › Studio booth with control room window for easy communication with the Black Box
- › Multitrack recording and playback capability
- › Flexible setup for live recording, practice or production work



Classrooms and Specialized Labs

A range of specialized laboratories and classrooms are available for your next event, workshop or training session.

Capacity: Varies by room

Amenities:

- › Computer labs
- › Chemistry labs
- › Health labs
- › VR lab
- › Wine lab
- › Hairdressing and Esthetics lab
- › Modern classrooms
- › Audiovisual equipment in all rooms
- › Videoconferencing available in select rooms

On-site lab technician may be required.



Film and Television Production Rentals

Collège Boréal's facilities are available for film, television and media productions. The Sudbury campus offers a wide range of versatile spaces that can be configured to represent a variety of real-world environments, making it ideal for both scripted and unscripted productions.

- › Modern classrooms
- › Specialized laboratories
- › Performance and rehearsal spaces
- › Gymnasium
- › Commercial kitchens
- › Film and music studios
- › Expansive common areas
- › Offices

Productions benefit from:

- › Diverse interior spaces in one location
- › Modern infrastructure with reliable power and connectivity
- › Flexible scheduling (subject to academic priorities)
- › On-site support from experienced facilities staff
- › Convenient access, parking, loading areas and nearby amenities
- › On-site Boréal Residence for crew, cast and production accommodation

Contact the Special Events Department today to schedule a site visit.



Furniture and Event Setup

We offer a variety of furniture and event equipment to support flexible layouts, including:

- › 5' round tables
- › 6' rectangular tables
- › 24" cocktail tables
- › Chairs in plastic, wood and armchair styles
- › Portable bar
- › Portable coat racks
- › Pipe and drape
- › Stage risers
- › Crowd control barriers

Furniture and equipment may be configured to suit the specific needs of each event. Setup, teardown and cleaning fees apply and vary based on the scope and complexity of the event.



Audiovisual and Technical Services

Our experienced AV technicians provide on-site technical support to ensure your event runs smoothly.

Wi-Fi

Free open network Wi-Fi is available campus wide.

Equipment available on-site

A wide range of audiovisual and technical equipment is available to support events of all sizes and formats.

Audio and communication

- › Microphones (wireless, wired, lapel and headset)
- › Microphone stands
- › Intercom headsets
- › Portable Bose speakers

Visual and presentation

- › Portable projectors and screens
- › Portable 75" televisions
- › Mobile videoconferencing system
- › Laptops
- › Presentation clickers

Miscellaneous

- › Digital and standard podiums
- › Stage risers
- › Specialized lighting
- › Livestreaming services
- › Whiteboards
- › Flip charts
- › Extension cords and power bars

Equipment availability may vary. Additional fees may apply.

Food and Beverage Services



We offer exclusive on-site catering through Coop Boréal, a team experienced in serving events of all sizes. They provide freshly prepared meals and custom menus tailored to your event's needs, ensuring an enjoyable experience for your guests.

Additional services offered by Coop Boréal include:

- › Bar service
- › Linen rentals
- › Special dietary accommodations
- › Security staff for safe alcohol service

Additional fees may apply for these services.

For inquiries regarding menu options, pricing or special requests, contact coop@collegeboreal.ca

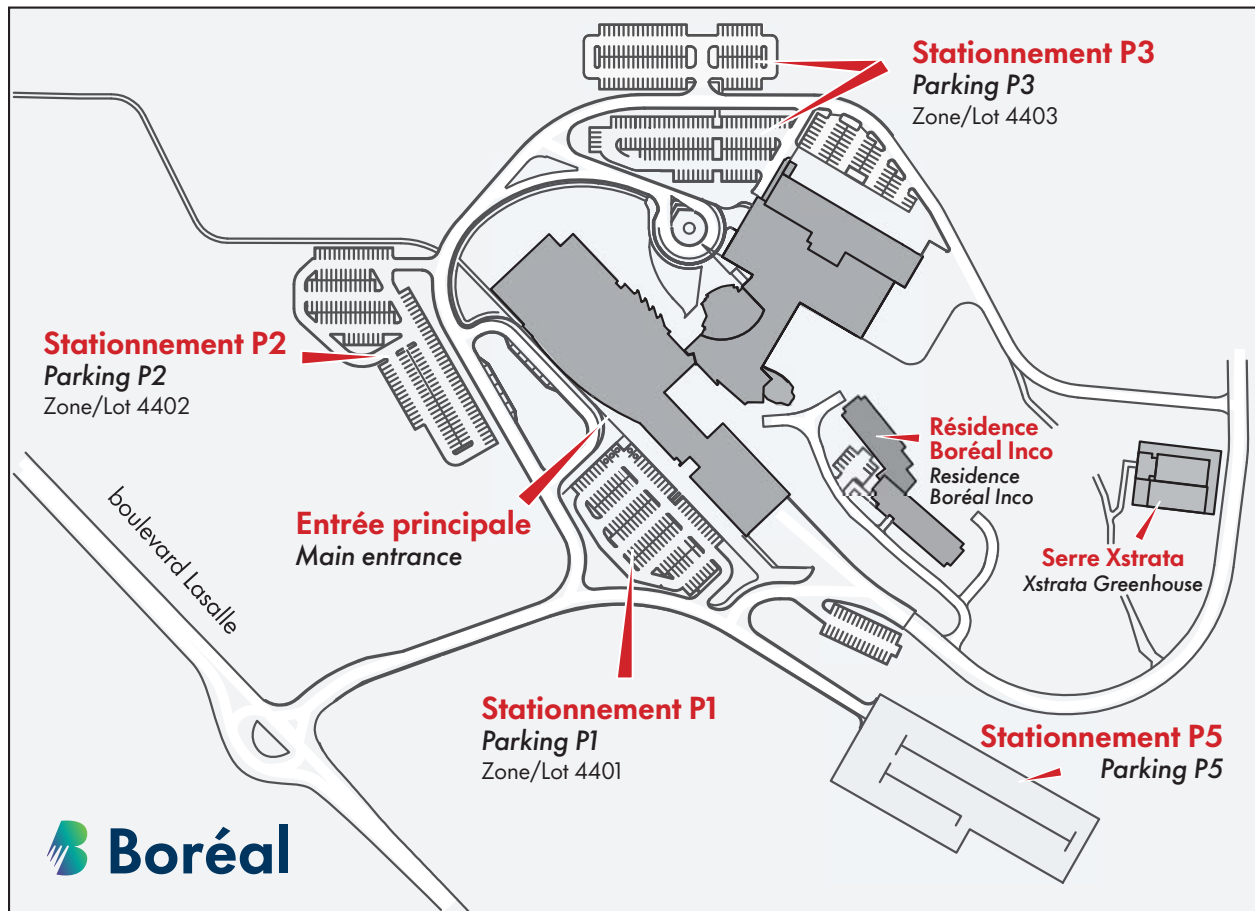


Parking and Campus Access

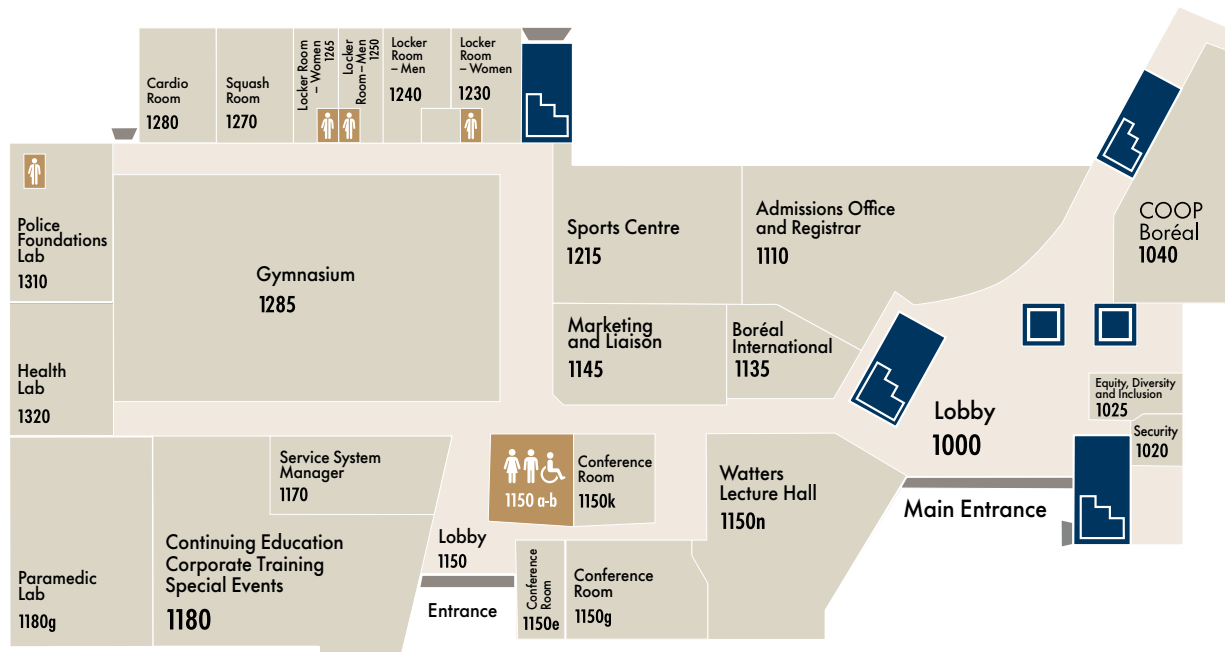
Free parking is available on weeknights, weekends and during the summer months.

Paid parking is available on weekdays during the academic term.

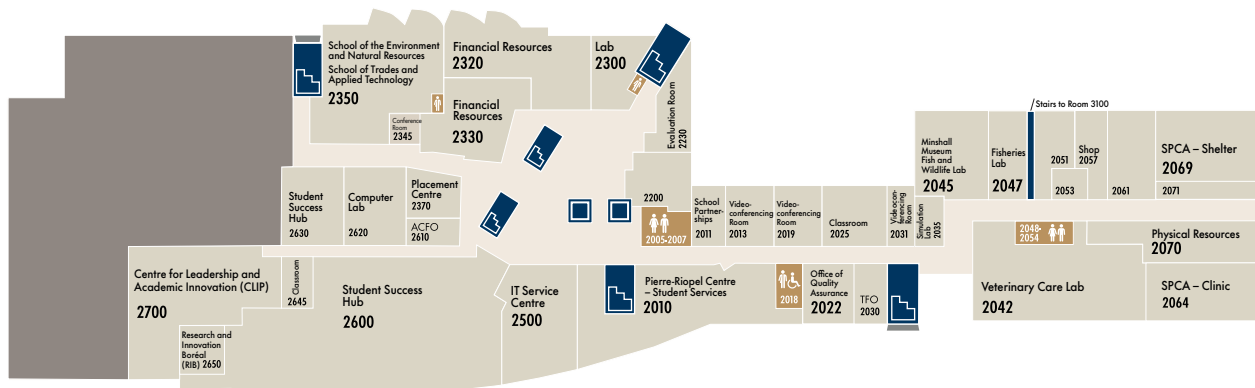
Payment can be made upon arrival via the **HotSpot app** or pre-purchased through our event services team.



Sudbury Campus Map

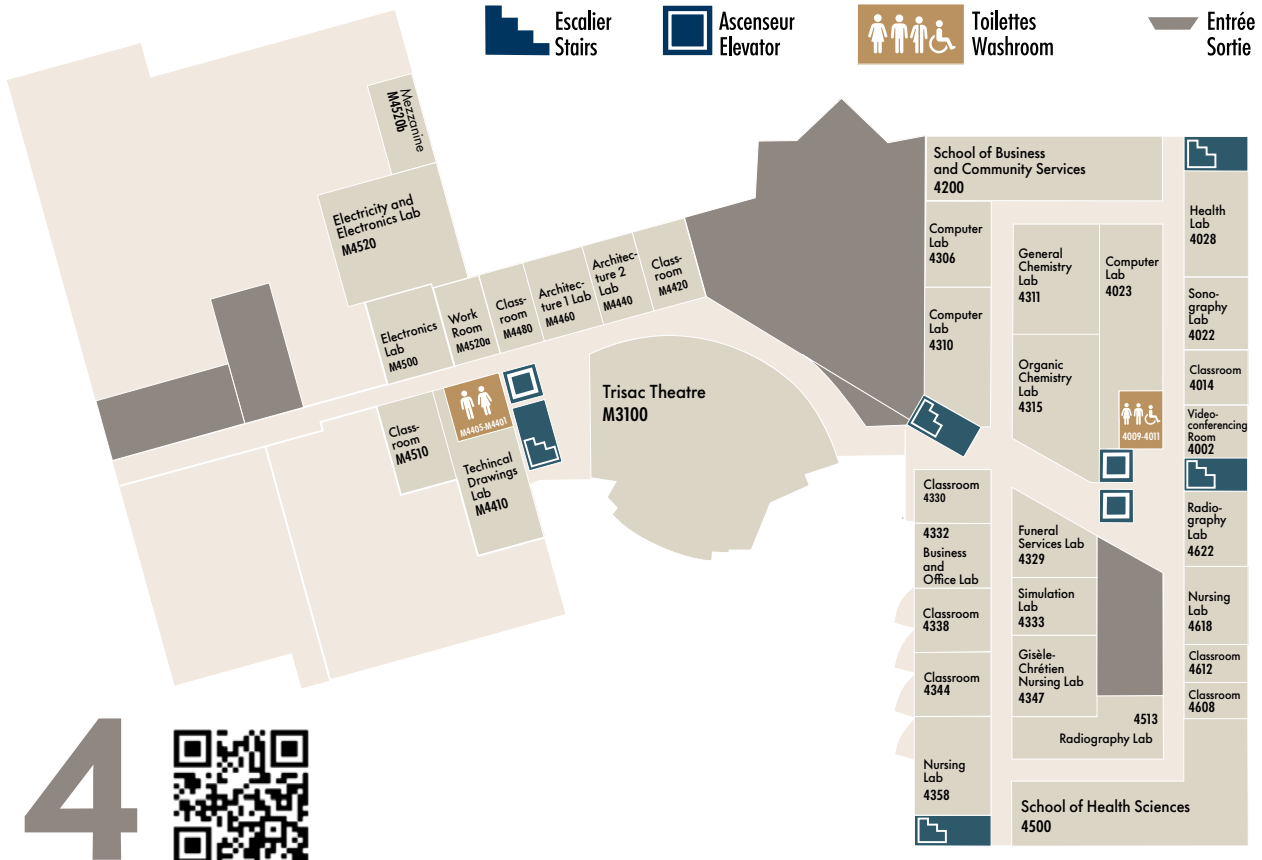
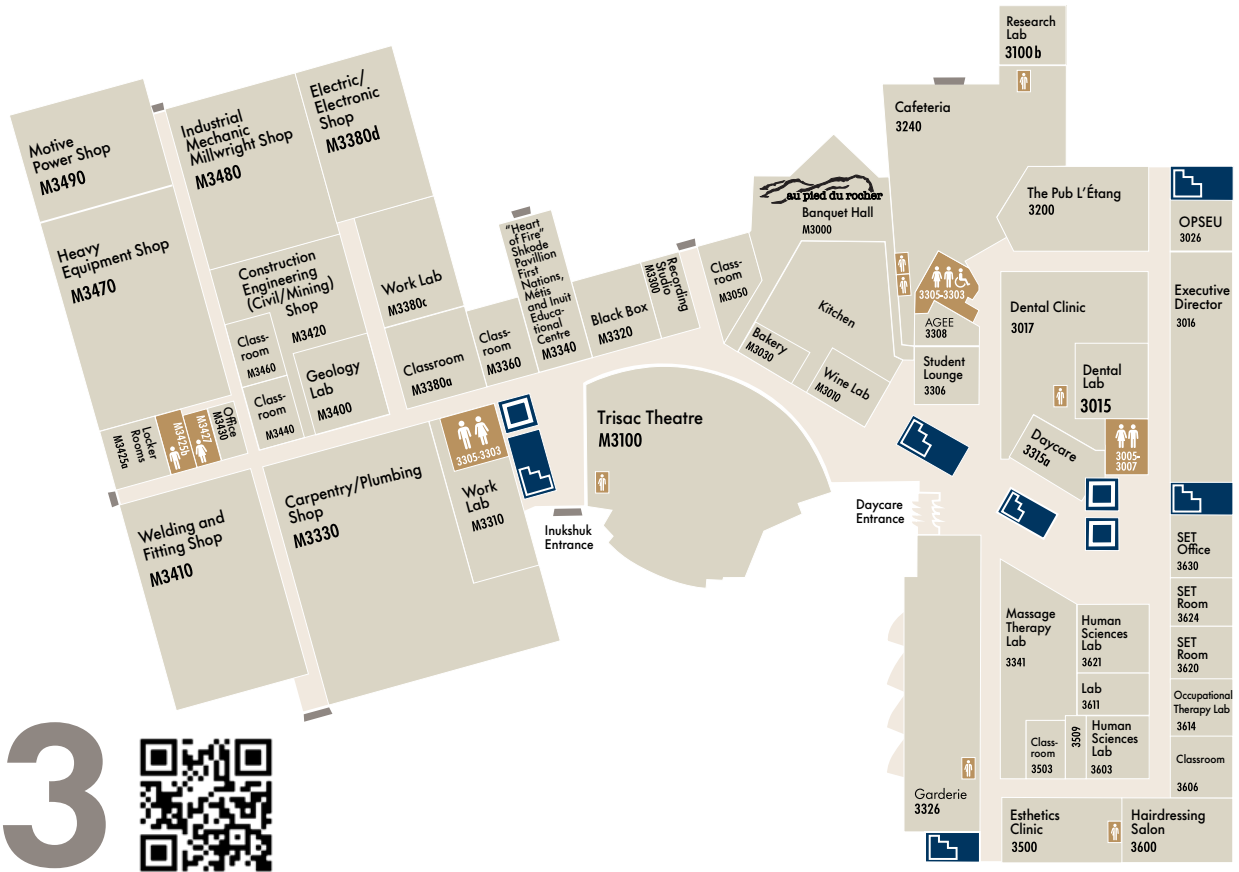


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Boréal Residence

The Boréal Residence offers comfortable, apartment-style suites for event participants, production crews and out-of-town guests. Suites are available during the summer months.

Key features include:

- › 2-bedroom suites
- › Private kitchenette with microwave and refrigerator
- › 3-piece bathroom
- › Air conditioning
- › Complimentary Wi-Fi
- › Wheelchair-accessible suites available upon request
- › Spacious, naturally lit lounge for group or event use

For reservations or inquiries, please call 705-560-6673, ext. 15000, or visit <https://stayrcc.com/groups/sudbury-west/>.



Policies and Procedures

Insurance Requirements

Proof of insurance is required for all events held on Collège Boréal premises.

The insurance must include the following:

- › Commercial general liability: minimum \$5,000,000 per occurrence
- › Owned and non-owned automobile liability: minimum \$2,000,000 per occurrence
- › Cross-liability clause
- › Collège Boréal named as additional insured

You may choose to purchase insurance through the college's provider. For details on costs and how to apply, please visit <https://programs.aon.ca/content/osc/description-en.html>

Non-Smoking Campus

Collège Boréal is a non-smoking campus. Tobacco, cannabis and related products are prohibited in all buildings and outdoor spaces, except in designated areas. Medical use is permitted with proper documentation. This policy applies to all visitors, guests and event participants to ensure a safe and healthy environment.

Event Confirmation and Cancellation Policy

An event is confirmed once Collège Boréal receives a signed contract. Cancellations 30 days or more in advance are eligible for a full refund. Cancellations fewer than 30 days before the event receive a 50% refund. For cancellations within 7 days of the event, refunds are determined on a case-by-case basis.

Payment Terms

Full payment is due prior to your event.

Final Guest Count

Your final guest count must be provided to Collège Boréal at least fourteen (14) days before your event.

Damages and Liability

The client will be held responsible for any damage to Collège Boréal facilities caused by the client, its representatives, guests or affiliated parties. Additional charges resulting from breaches of the signed agreement may also be applied at the discretion of Collège Boréal.

Contact Information

To book an event or for more information about facilities and services, please contact the Special Events Department.

Special Events Department

reservation@collegeboreal.ca

705-521-6026

www.collegeboreal.ca

Collège Boréal

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