



MORRIN CENTRE

44, chaussée des Écossais
Québec, QC G1R 3J4
418-694-9147
www.morrin.org

RESOURCE PERSON

T 418-694-9147 F 418-694-0754
info@morrin.org

LIBRARY

Vaulted library of the Literary and Historical Society of Quebec

CAPACITY

55 people Reception style
24 people Banquet stylet

EQUIPMENT INCLUDED

Two large wooden tables of 12 people each in conference style.

COLLEGE HALL

CAPACITY

174-225 people Reception style
120 people Banquet style

FEATURES

The windows all have "shutters" to block daylight if there are audio-visual presentations in the meeting.

The kitchen is on the ground floor and meeting rooms on the second floor. There is an elevator that leads to the second floor. The kitchen is equipped with a convection oven, a regular oven and a large refrigerator.

RENTAL FEE

Contact coordinator for rates.

EQUIPMENT AVAILABLE

- Large, professionally equipped kitchen for caterer
- Cloakroom (self-service)
- Audio equipment included in the Grand Hall and classrooms
- Dimmer lights
- 120 padded folding chairs (can be used with chair covers)
- 10 rectangular tables
- 6 cocktail tables

PARKING

City Hall parking lot (\$)

GUIDELINES

Liquor license: The hotel or the customer must provide 100% of the liquor. A liquor license (meeting permit) is required. The establishment must provide the document confirming that we are allowed as a caterer.

Setup: We can arrive 2 hours prior to the event or more if needed. Please confirm with the resource person.

Event: If the cocktail or dinner takes place in the library, it must start after the library's business hours. There is no hour restriction for the Grand Hall.

Deliveries: Deliveries are on Ste-Anne Street side where there is a loading dock with an access ramp.

Services offered: Tourist guides, welcome desk, exclusive access (outside business hours), equipment setup.

PLEASE NOTE

The presence of a security guard is required at the Morrin Centre and is included in the rental fee if the event ends before 1:00 am. If the event ends later, a fee of \$ 80 per hour will apply.

