

# MONTREAL'S NETWORK OF LARGE PARKS



## Maison SMITH

The Maison Smith is a public building owned by the Ville de Montréal that houses *Les amis de la montagne*, a registered charitable organization dedicated to the protection and enhancement of Mont Royal through community involvement and environmental education. A heritage building constructed in 1858, the house is located in the heart of Mont-Royal Park, halfway between the Lac aux Castors and the Grand Chalet.

On the main floor, you can find our welcome and information service, nature boutique, the *Café des Amis* and our permanent exhibition entitled *Mont Royal: A Territory to Discover*. On the second floor, the house has two freshly renovated rooms available for rent for a variety of activities. All revenues derived from room rentals are reinvested in activities and conservation projects organized on the mountain by *Les amis de la montagne*.

To learn more about the history of the Maison Smith, visit our website at <http://www.lemontroyal.qc.ca> under "Learn about Mount Royal" and "Frequently asked questions".

Smith House, Mount Royal Park  
1260 chemin Remembrance, Montréal, QC H3H 1A2  
(Halfway between Beaver Lake and the chalet at the lookout)  
514-843-8240, extension 240, weekdays from 9 a.m. to 5 p.m.

### - Directions

#### **By car:**

From the east, take Avenue du Mont-Royal and turn left onto Voie Camillien-Houde (first street to the west of Avenue du Parc).

From the west, take Chemin de la Côte-des-Neiges and turn left onto Chemin Remembrance.

#### **Public transit:**

From the Mont-Royal metro station or Chemin de la Côte-des-Neiges, take bus 11. Get off at the stop near the cemetery and the Smith House parking lot.

### - Capacity

Meeting room: Up to 20 guests

Ball room: Up to 80 guests

### - Dimensions

Meeting room: Length: 8,7m (28,7 feet) / Width: 4,1m (13,5 feet) / Height: 3m (10 feet)

Ball room: Length: 14,8m (41,7 feet) / Width: 5,4m (17,9 feet) / Height: 3m (10 feet)

- **Equipment**

Meeting room

- Included: projection screen, tables (6' x 30" or 183 cm x 76 cm) and chairs
- The leaseholder must provide the projector and portable computer
- Adjoining full kitchen with stove, refrigerator and sink
- Not included: kitchenware, utensils and tablecloth

Ballroom

- Included: tables (6' x 30" or 183 cm x 76 cm) and chairs
- Service counter with refrigerator and sink
- Audio-visual system available upon request for an additional fee (screen, projector and sound system). The leaseholder must provide the portable computer
- Not included: kitchenware, utensils and tablecloth

**Please note that rooms are located on the second floor with adjacent washrooms; there is no elevator.**

- **Accessibility**

Rooms are located on the second floor, and there is no elevator or escalator. However, the back entrance of the ground floor is accessible to persons with reduced mobility.

- **Parking capacity**

Parking is available close to the Maison Smith

Cost: \$2.75/hour or \$8/day (pay-and-display dispenser, accepts change, Visa or MasterCard)

- **Fees**

**\$65** per hour for the meeting room (minimum rental of 3 hours)

**\$75** per hour for the ballroom (minimum rental of 3 hours)

Security **deposit** of **\$250.00**

Additional fees

- Security personnel (nights and weekends): \$15 per hour
- Flat rate of \$40 per day for access to the full kitchen (only if booking ballroom)
- Flat rate of \$50 per day for use of our audio-visual equipment in the **ballroom**: audio-visual system includes a fixed sound system, projection screen and projector
- Parking fees (managed by *Stationnement de Montréal*): \$2.75/hour or \$8/day payable in cash or by credit card at the ticket machines in the parking area.

- **Tenant responsibilities**

- If **alcohol** is served during the event, a **valid permit** from the *Régie des alcools, des courses et des jeux* is **mandatory**.
- If the event includes an **activity outside** the Maison Smith, a **valid permit** from the Ville de Montréal is **mandatory** (the necessary forms can be provided upon request).
- Room set-up before the event and take-down after the event. This includes returning all tables and chairs to the storage closet and ensuring the cleanliness of the room prior to departure. Trash cans and recycling bins are provided.
- Provision of equipment and accessories as desired for the event (i.e., decorations, kitchenware, tablecloths, etc.). All decorations must be temporary and easy to remove; material that may damage the walls or wood panelling is strictly prohibited. White adhesive putty may be used as an alternative to tape, nails, tacks and/or staples.
- Smoking is strictly prohibited in the house.
- The midnight curfew of Mont-Royal Park must be respected.

**PROHIBITED: use of candles or flaming devices of any kind in the house.**

- **Cancellation fees**

- 21 days or less prior to event: an administration fee equal to 50% of the 3 hours minimum will be charged.
- 7 days or less prior to event: if security personnel is required, an additional amount equal to 3 hours of security personnel (i.e. \$45) will be charged.

For more information or to schedule an **appointment for a visit** between 9 *a.m.* and 5 *p.m.*, Monday through Friday, please contact:

**Véronique Masse**

*Reservations coordinator*

*Phone: 514 843-8240, ext. 235 - Email : [reservations@lemontroyal.qc.ca](mailto:reservations@lemontroyal.qc.ca)*

[ville.montreal.qc.ca/largeparks](http://ville.montreal.qc.ca/largeparks)

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