



Fort Saskatchewan

Wedding
PACKAGE



CITY OF
FORT SASKATCHEWAN
FORTSASK.CA

gotta  *it!*

*Tie the knot in
Fort Saskatchewan...*



Dow Centennial Centre **2**

Lions Pride

Lions Mane

Lions Banquet Hall

Royal Canadian Legion **9**

Ortona Room

Normandy Room

West River's Edge Park and Pavillion **15**

Fort Heritage Precinct **16**

NWMP Fort

Grounds and Gazebo

Soda Lake Church **20**

Courthouse **21**

Catering Services **22**

Apulia Catering

Royal Catering

Venue Prices **25**

DOW CENTENNIAL CENTRE

8700 - 84 STREET
FORT SASKATCHEWAN

CATERING EXCLUSIVITY through Apulia Catering is in effect at the Dow Centennial Centre year round.

DOW CENTENNIAL CENTRE

Rooms equipped with wall-to-wall carpet, dance floor and storage room with fridge for cake or flowers.

ADDITIONAL ITEMS UPON REQUEST: podium and microphone, stage, upright piano, white table cloths, drop down screens and LCD projector.

BUFFET TABLES
RECEPTION & GIFT TABLES
BAR
DJ TABLE
DANCE FLOOR
BUILT IN SCREENS
HEAD TABLE ON STAGE

ROOM	AREA	SEATING	BUFFET TABLES	RECEPTION & GIFT TABLES	BAR	DJ TABLE	DANCE FLOOR	BUILT IN SCREENS	HEAD TABLE ON STAGE
LIONS PRIDE	1776 ft ²	60 - 96 guests	60 - 72 guests (10-12 per table)	•	•	•	•	•	•
			80 - 96 guests (10-12 per table)	•	•	•			
LIONS MANE	3681 ft ²	100 - 180 guests	100 - 120 guests (10-12 per table)	•	•	•	•	•	•
			120 - 144 guests (10-12 per table)	•	•	•	•	•	•
			150 - 180 guests (10-12 per table)	•	•	•			•
LIONS BANQUET HALL	5479 ft ²	180 - 264 guests	180 - 216 guests (10-12 per table)	•	•	•	•	•	•
			200 - 240 guests (10-12 per table)	•	•	•	•	•	•
			220 - 264 guests (10-12 per table)	•	•	•	•	•	•

Final numbers for DCC banquet size will depend on the placement of the head table. Please contact Facility Bookings for more details.

SHELL THEATRE

All rentals include one technician.
Events Supervisor – 780.992.6406.

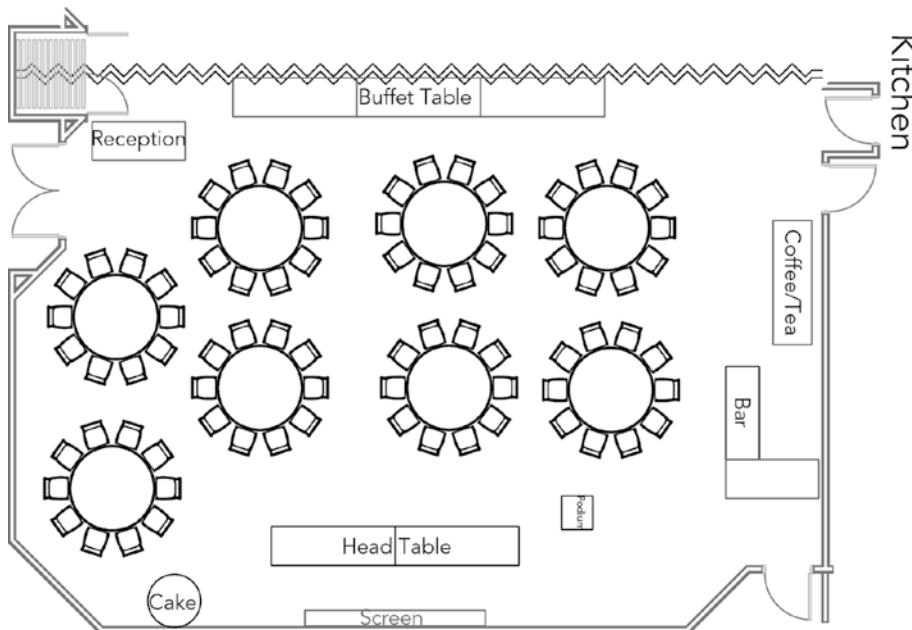
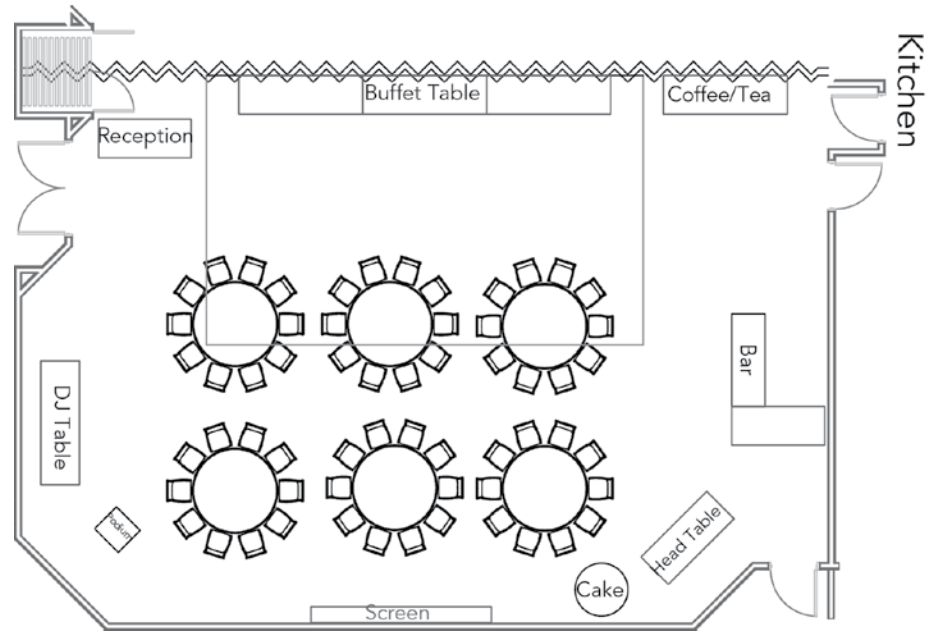
IN FRONT OF CURTAIN

Min. charge 5 hrs. \$543.17
Per hour (after min. booking) \$108.62

WEDDING SETUP
OPTION 1

For 60 guests
plus head table

With dance floor but
NO stage or screen



WEDDING SETUP
OPTION 2

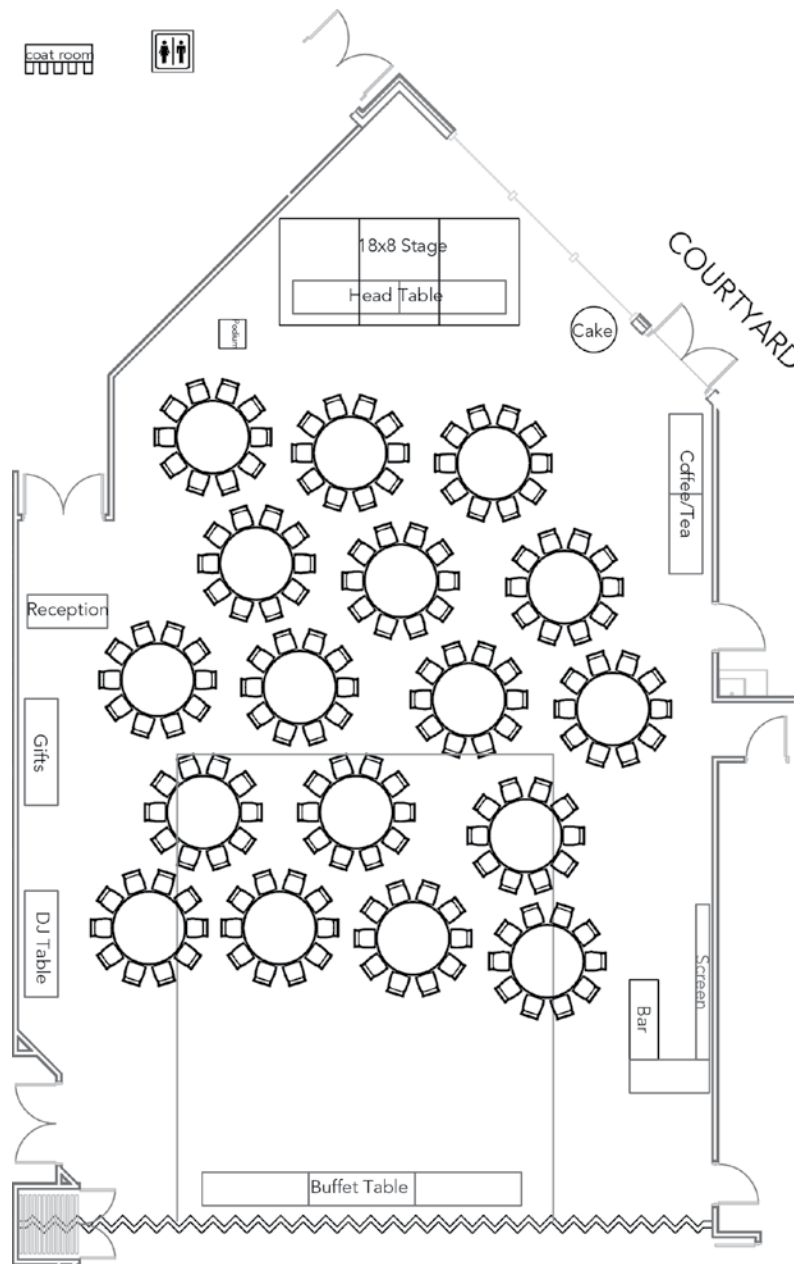
For 80 guests
+8 at head table

NO dance floor,
stage or screen

WEDDING SETUP
OPTION 1

For 170 guests
+10 at the
head table

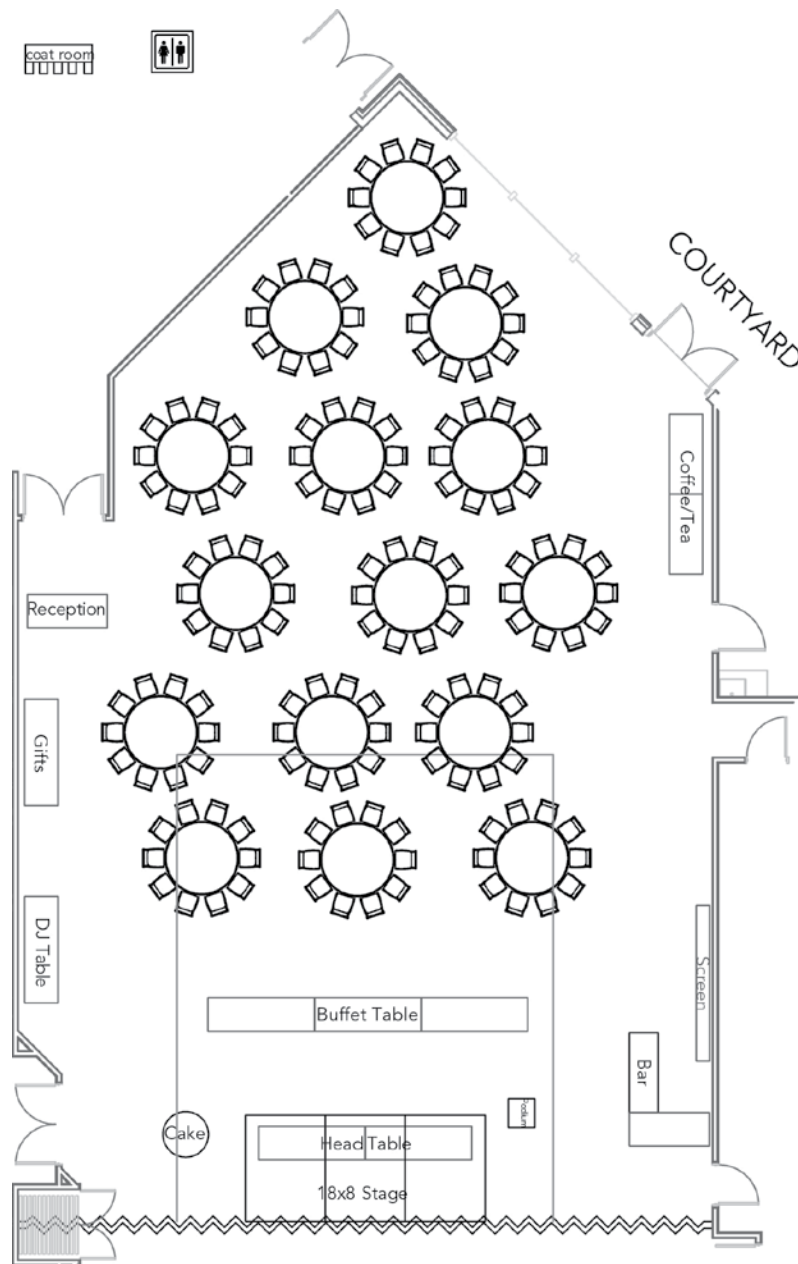
NO dance floor
or screen



WEDDING SETUP
OPTION 2

For 150 guests
+10 at the
head table

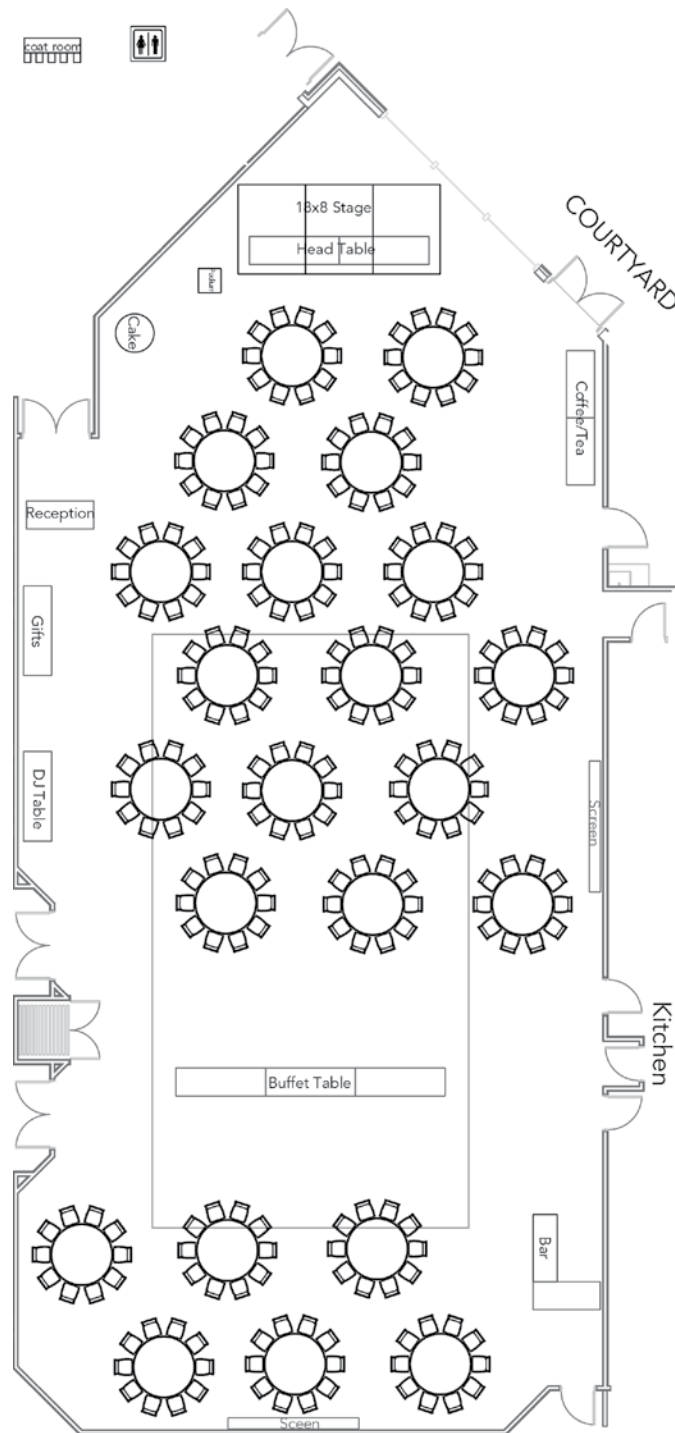
With screen and
dance floor



WEDDING SETUP
OPTION 1

For 220 guests
+10 at the
head table

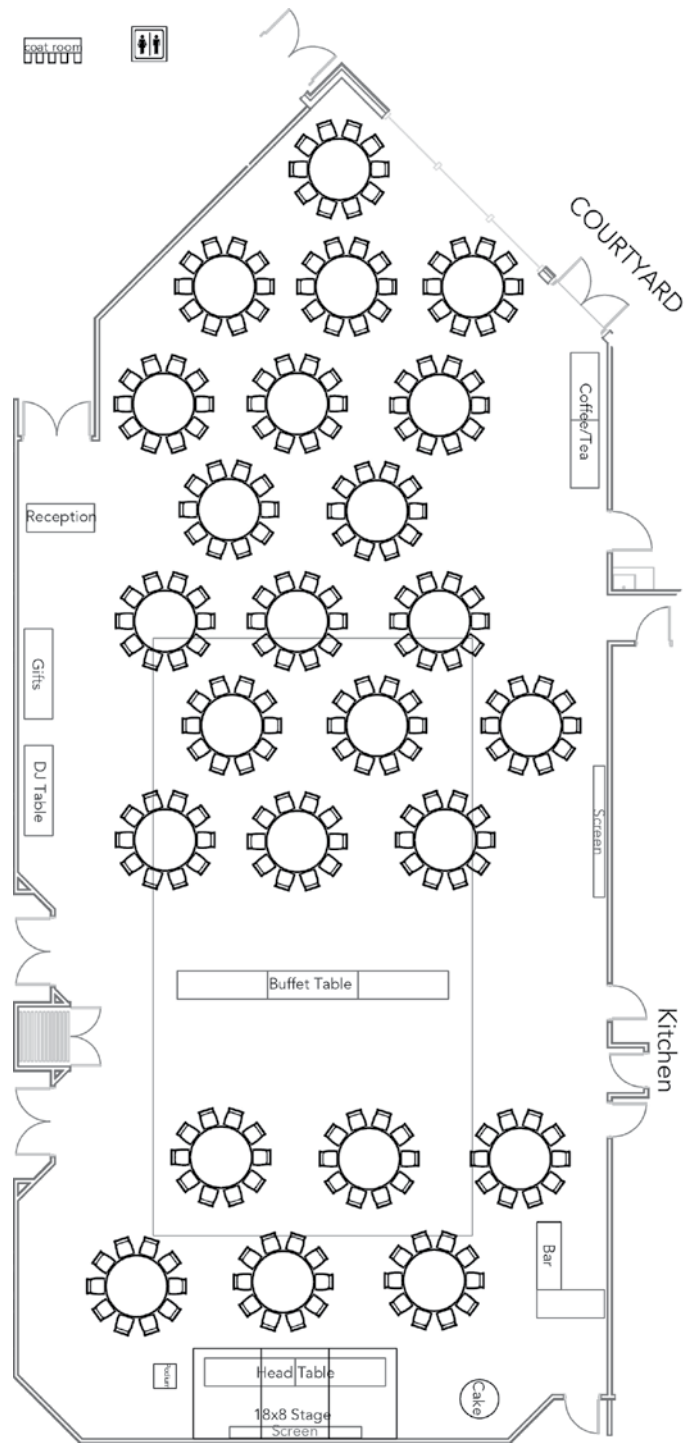
With dance floor
and screen



WEDDING SETUP
OPTION 2

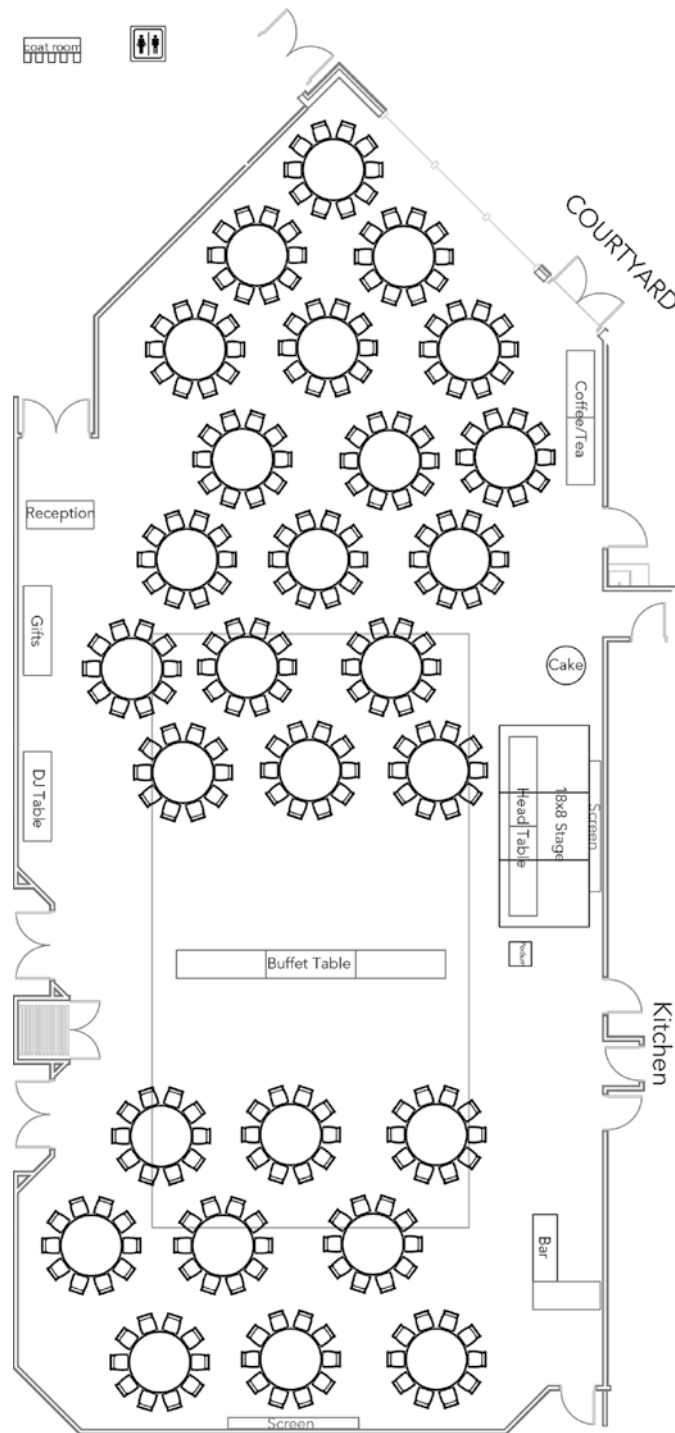
For 240 guests
+10 at the
head table

With screen and
dance floor



WEDDING SETUP
OPTION 3

For 270 guests
+ 10 at the
head table
with screen



ROYAL CANADIAN LEGION

9964 - 93 AVENUE
FORT SASKATCHEWAN

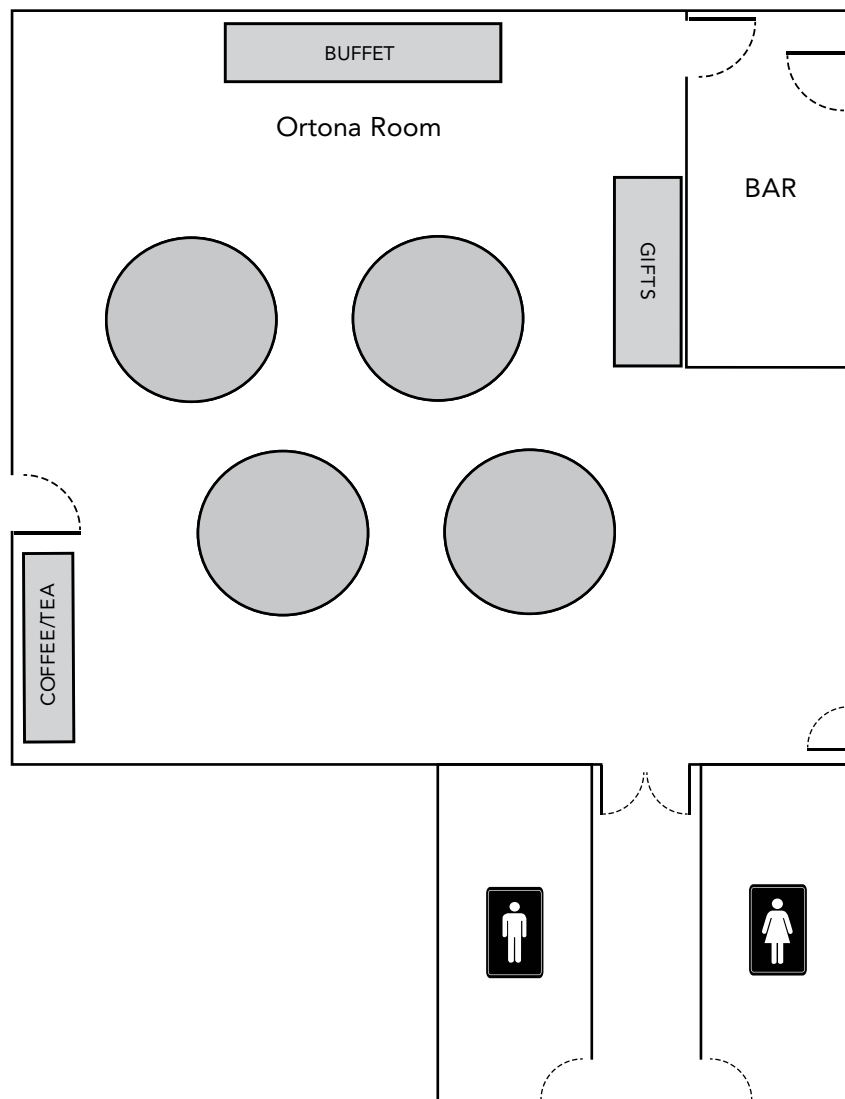
CATERING EXCLUSIVITY with Royal Catering is in effect at the LEGION May 1 - Sep 30 / Nov 1 - Jan 2 and every Friday and Saturday year round.
For caterer information, please visit their website at www.royalfoodcatering.com.

LEGION

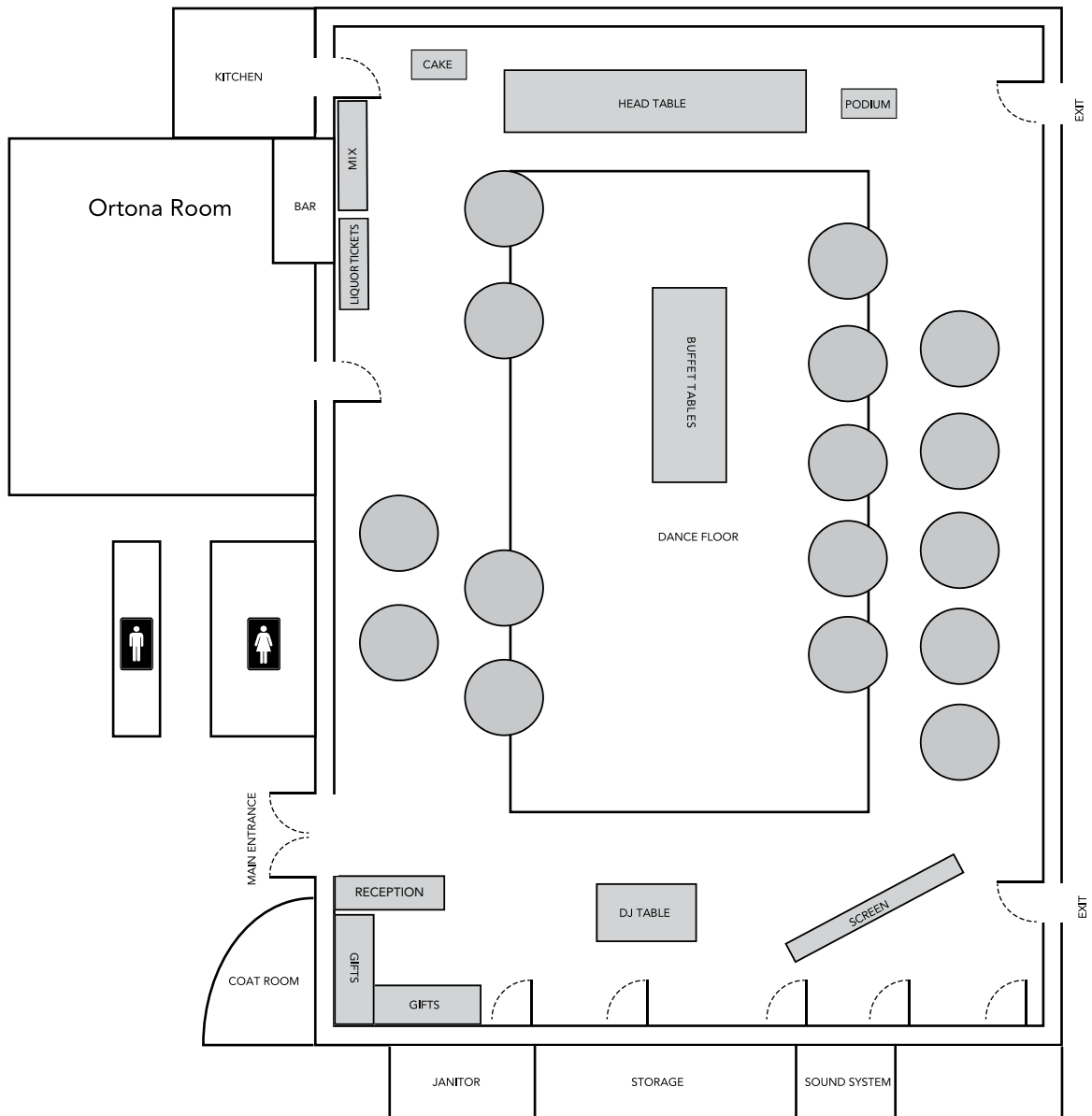
BUFFET TABLES
RECEPTION &
GIFT TABLES
BAR
DJ TABLE
DANCE FLOOR
SCREEN - 5'
SCREEN - 10'
HEAD TABLE
ON STAGE

ROOM	DESCRIPTION	1204 ft ²	40 guests (10 per table)	•	•										
ORTONA ROOM	<p>ADDITIONAL ITEMS UPON REQUEST: white table cloths, five foot screen and LCD projector.</p>														
NORMANDY ROOM	<p>Room equipped with linoleum, hardwood dance floor and bar with fridge and freezer. ADDITIONAL ITEMS UPON REQUEST: Podium and microphone, stage, white table cloths, blue skirt for stage, 5 or 10 foot screen and LCD projector.</p>	4717 ft ²	160 guests (10 per table)	•	•	•	•	•	•	•	•	•	•	•	•
			200 guests (10 per table) - Ortona Rm.	•	•	•	•	•	•	•	•	•	•	•	•

WEDDING SETUP
OPTION 1
For 40 guests

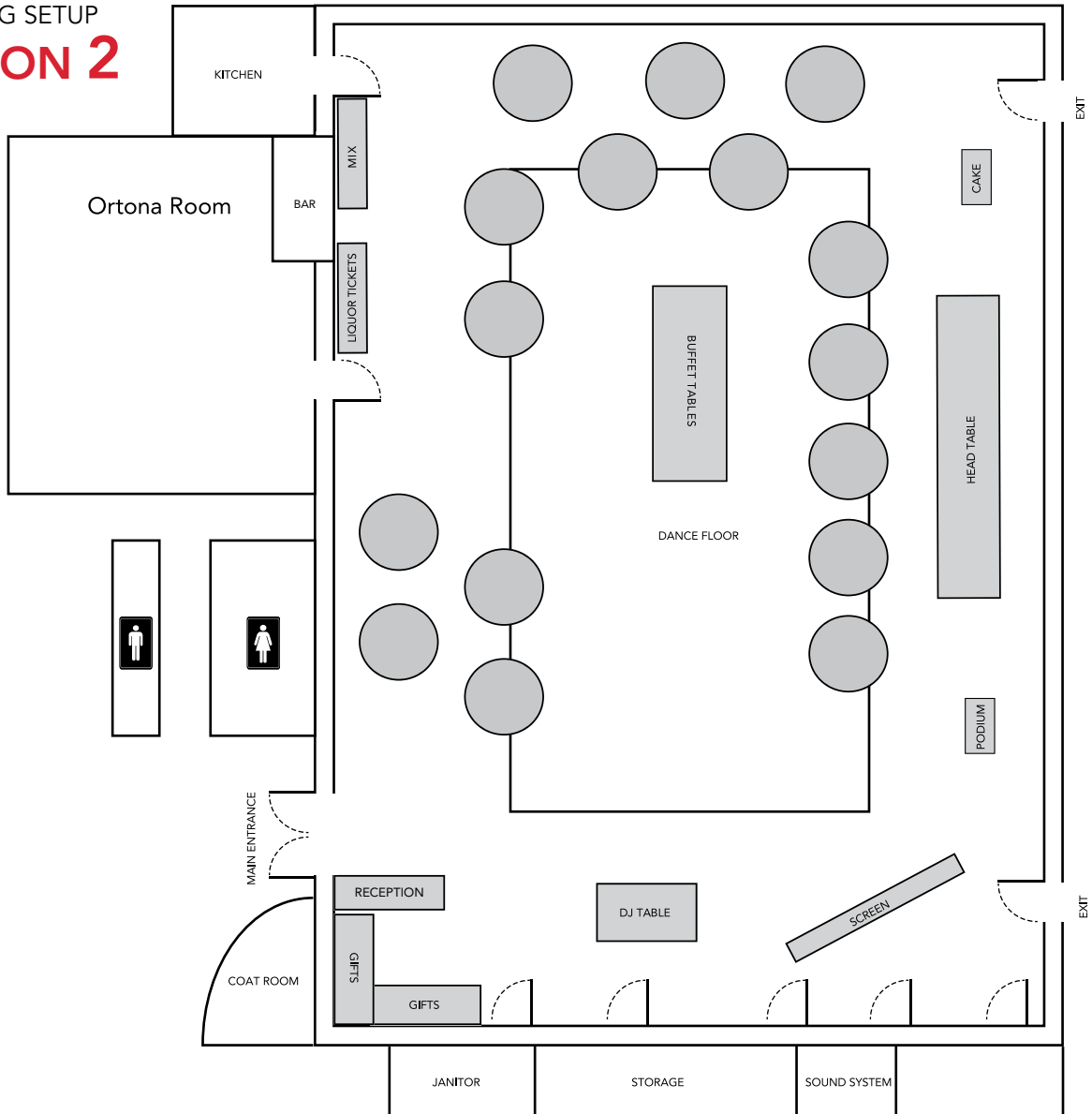


WEDDING SETUP
OPTION 1
For 160 guests



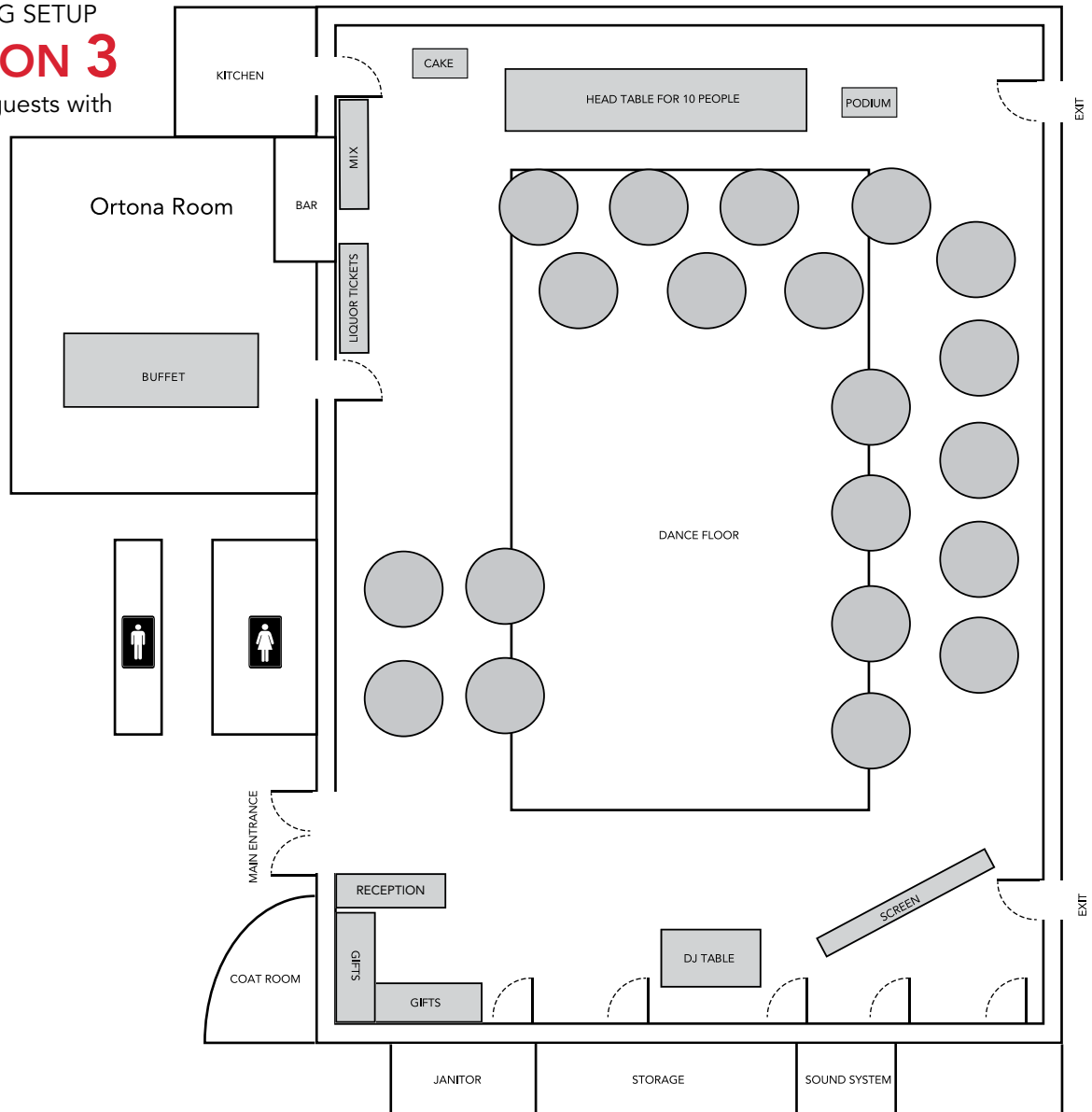
WEDDING SETUP
OPTION 2

For 160
guests



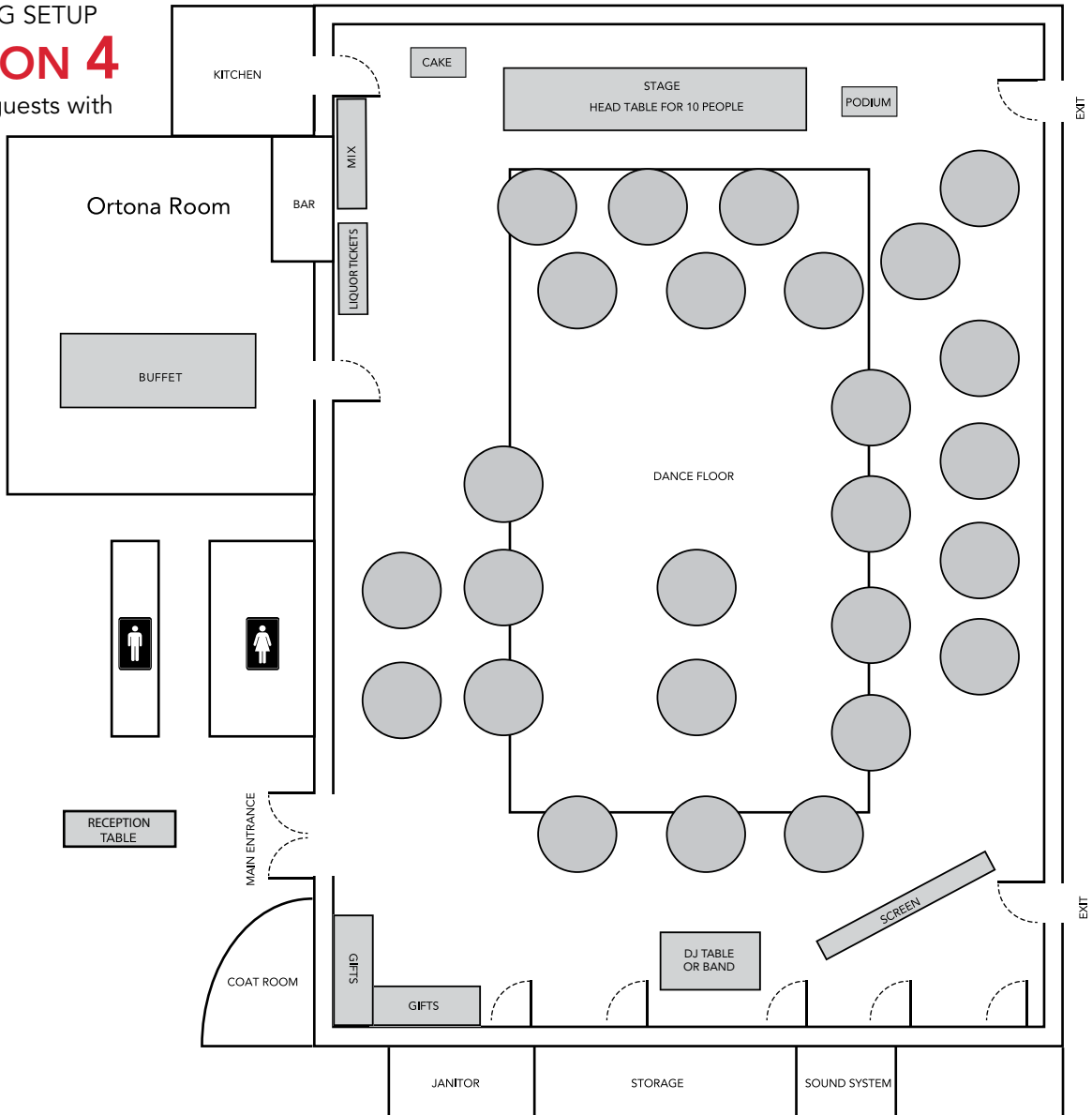
WEDDING SETUP
OPTION 3

For 200 guests with
Buffet in
Ortona Room



WEDDING SETUP
OPTION 4

For 260 guests with
Buffet in
Ortona
Room





WEST RIVER'S EDGE PARK & PAVILION

MULTIPURPOSE ROOM

1875 RIVER VALLEY DRIVE, FORT SASKATCHEWAN

WEST RIVER'S EDGE

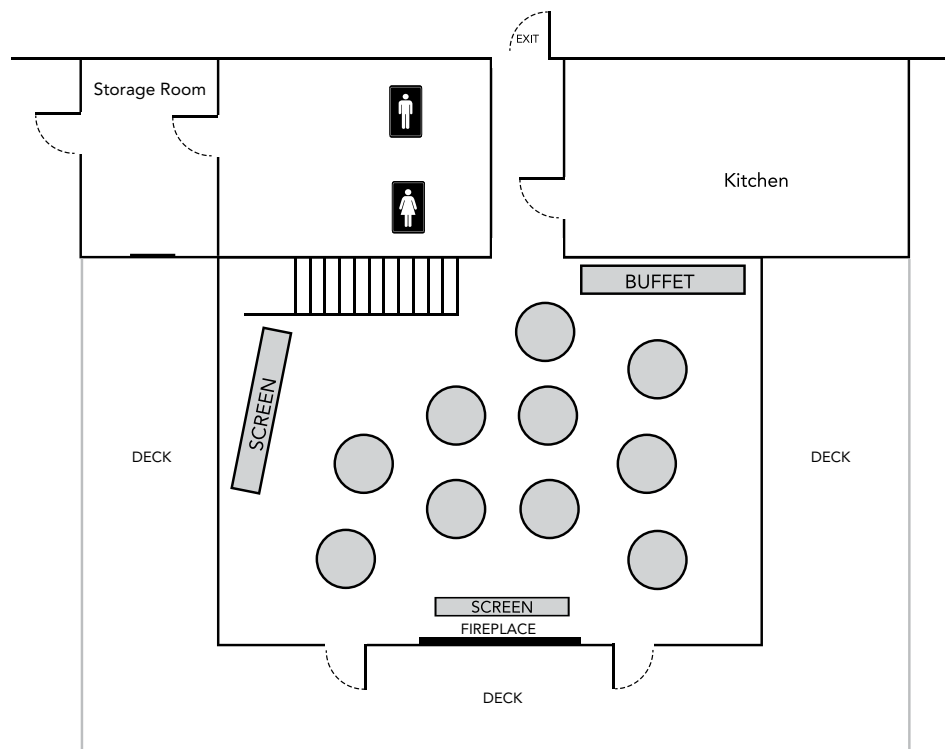
BUFFET TABLES
 RECEPTION &
 GIFT TABLES
 BAR
 DJ TABLE
 DANCE FLOOR
 SCREEN - 5'
 SCREEN - 10'
 HEAD TABLE
 ON STAGE

MULTIPURPOSE ROOM Room equipped with kitchen and built in sound system.
 ADDITIONAL ITEMS UPON REQUEST:
 podium and microphone, screen and LCD projector.

720 ft²

40 guests (4 per table)

• • •



WEDDING SETUP
 For 40 guests
 Two options for
 screen and projector



FORT HERITAGE PRECINCT

10006 - 100 AVENUE
FORT SASKATCHEWAN

Village or North West Mounted Police Fort

Offers a modern space with a charming rustic appeal.

For more information – 780.992.6266.

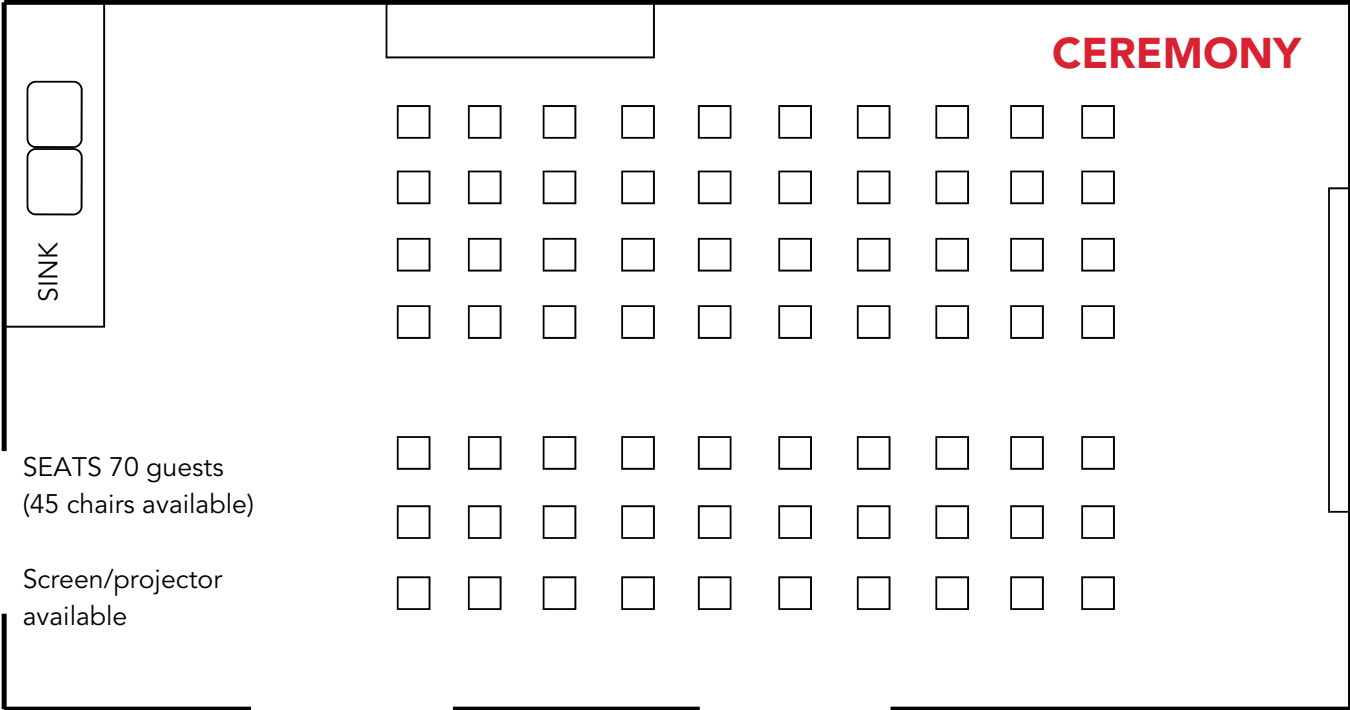
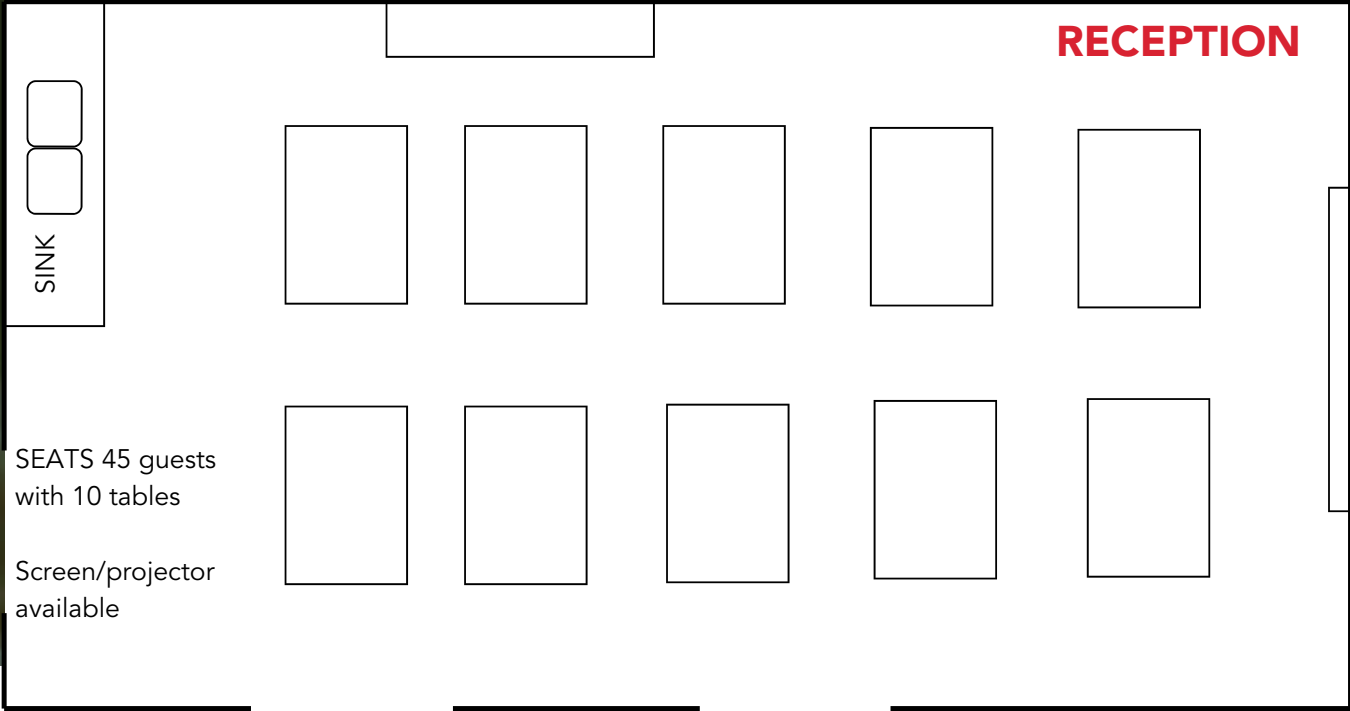
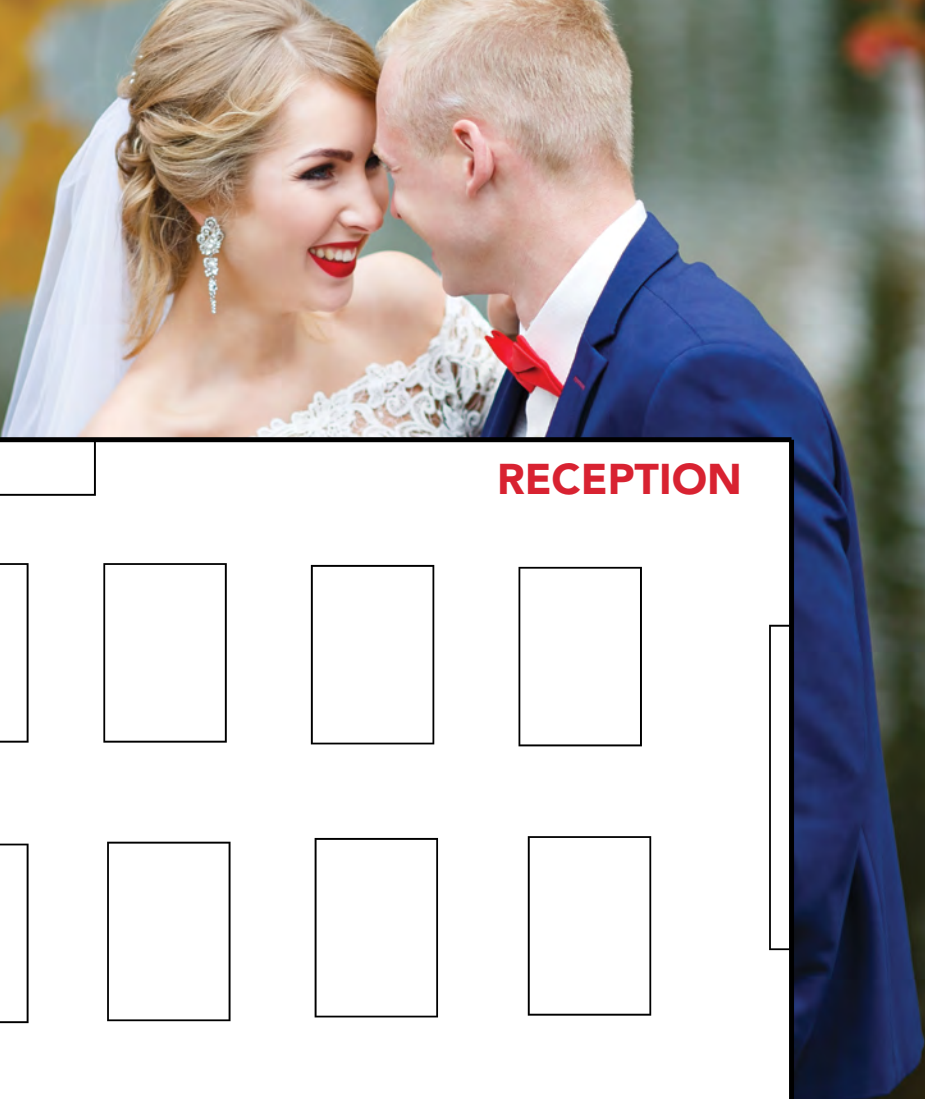
GROUNDS ONLY (Gazebo included)	Min. charge 2 hrs.	\$80.00/hr.
BUILDINGS ONLY	Min. charge 2 hrs.	\$80.00/hr.
GROUNDS & BUILDINGS	Min. charge 2 hrs.	\$110.00/hr.

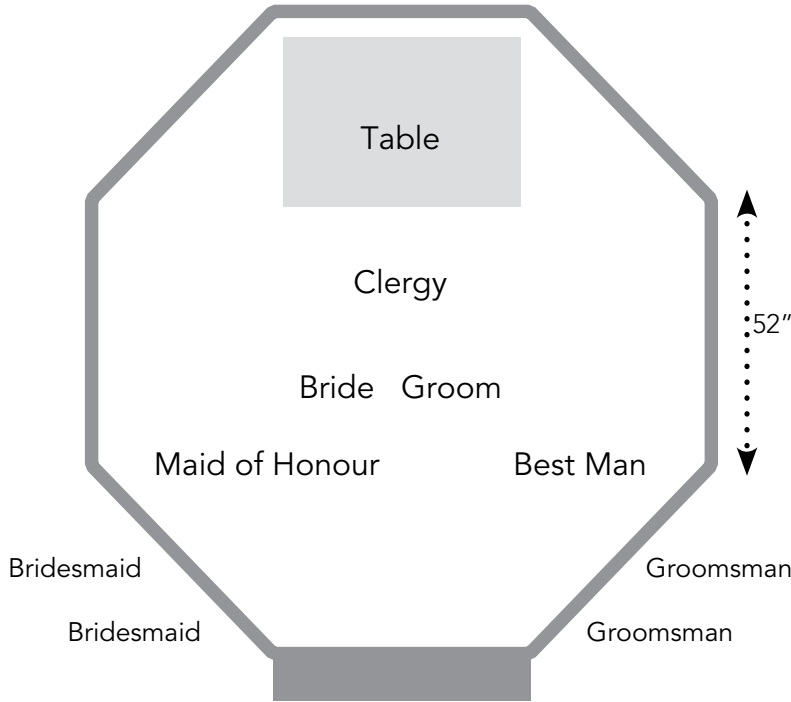
Unique facilities available for small wedding ceremonies and/or photographs:

- Charming little **Soda Lake Church**, built in 1913, is an ideal setting for an intimate exchange of vows in a religious ceremony. A member of the clergy must officiate at the ceremony.
- The dignified **1909 Courthouse** is perfect for both clergy and civil weddings.
- The parlor in the elegant **T.W.E. Henry residence** is a popular site for photographs.
- Spacious **Fort Heritage Precinct** provide a beautiful location for outdoor nuptials and/or photos. The **two gazebos** make it a perfect setting.

NWMP FORT

1875-1885





SMALL GAZEBO

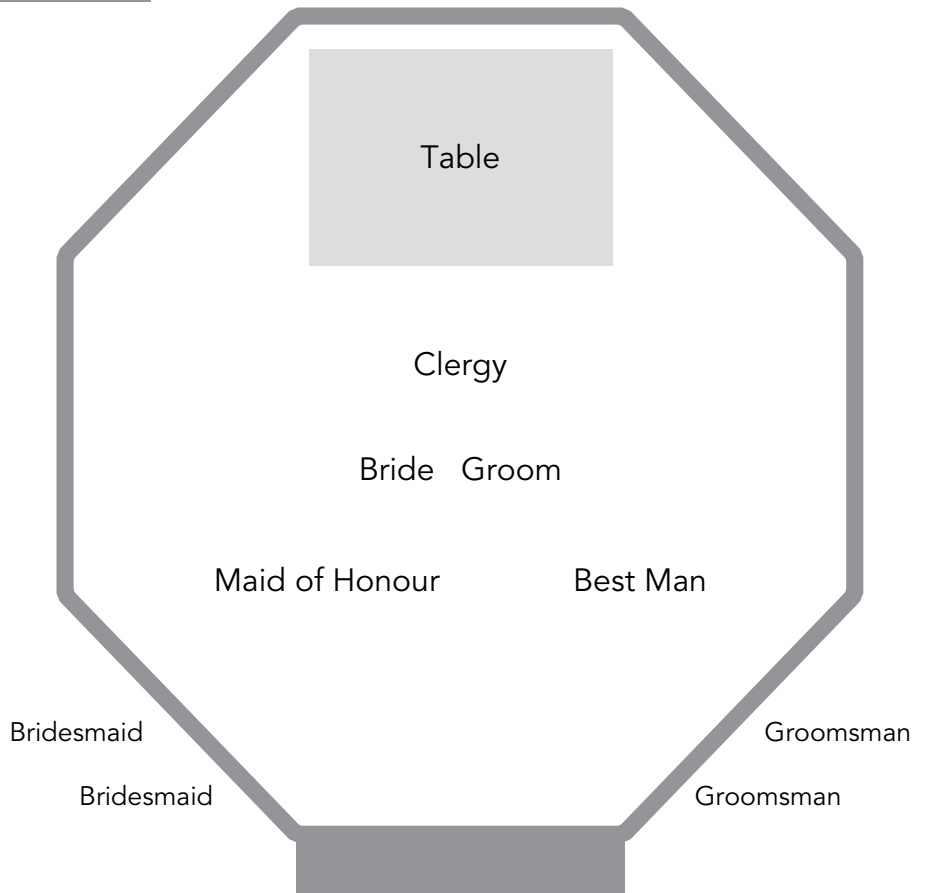
118 sq.ft. (11.25' x 11.66')

Capacity: 4-6 comfortably.
No electrical outlets (nearest available is the Warden's House)

LARGE GAZEBO

391 sq.ft.

Capacity: 8-10 comfortably.
Electrical outlets on site.

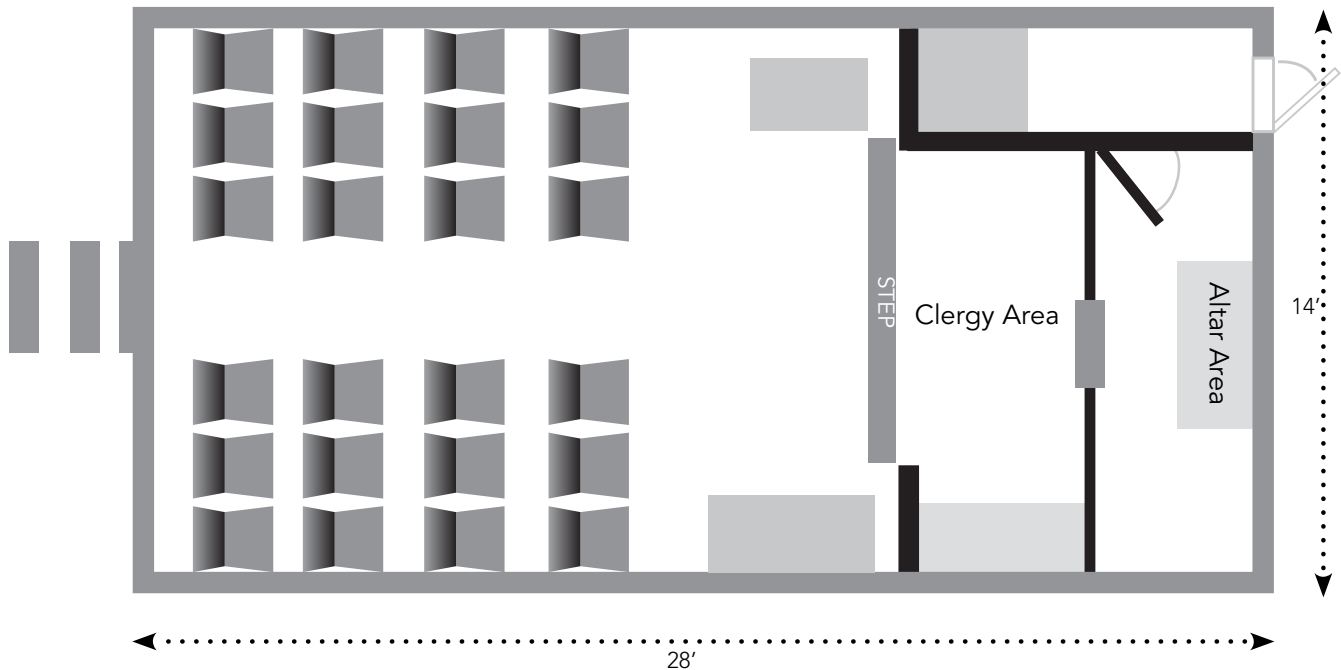


SODA LAKE CHURCH

BUILT IN 1913

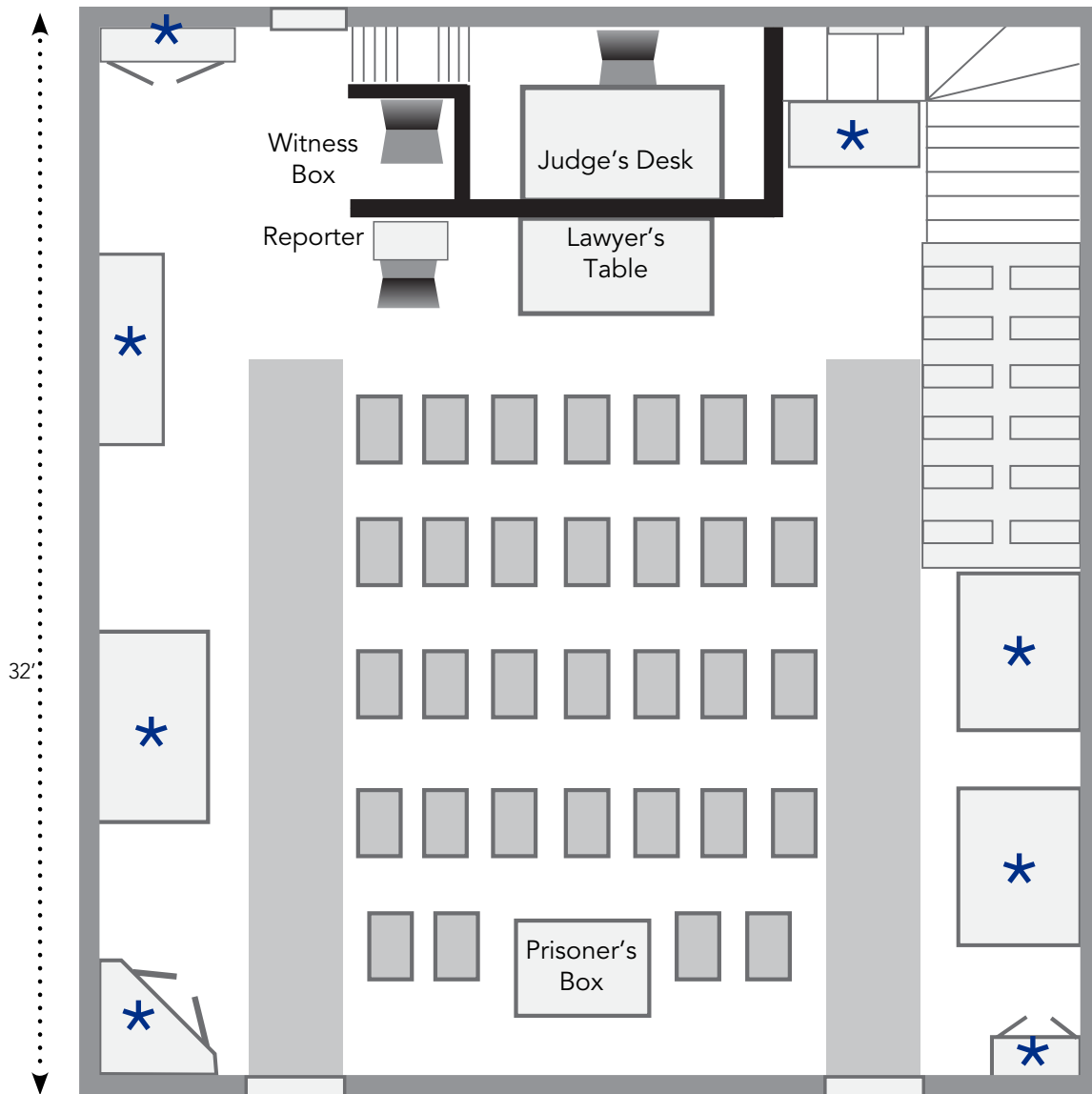


14' X 28'
Capacity: 24 Chairs
Standard Set-up



COURTHOUSE

BUILT IN 1909



30' X 32'

40 Brown wooden chairs available. Standard set-up.

CAPACITY:

Standing Room	70 guests
Seated (CHAIRS ONLY)	45 guests
Seated (TABLES & CHAIRS)	22 guests

- Display cases (*) can be covered but not removed or moved.
- Large items currently on display in or outside cases cannot be removed

- Displays and furniture are subject to change between the initial booking and date of rental.

CATERING SERVICES



CATERING SERVICES

For catering menus and pricing, please contact Apulia Catering or Royal Catering directly.

Refer to the table below for catering exclusivity periods and approved catering options.

LOCATION	CATERER	AVAILABILITY
Dow Centennial Centre 8700 84 Street	Apulia Catering	Year-Round Exclusivity
Royal Canadian Legion 9964 93 Ave.	Royal Catering	May 1 - Sep 30, Nov 1 - Jan 2 plus every Friday and Saturday year-round*

* Catering options at the Legion outside of Royal Catering's availability is your choice. Outside caterers will not have access to kitchen facilities or equipment. The Ortona Room may be rented to accommodate your buffet or to provide a staging area for your caterer of choice during non-exclusivity periods.

BOOKING PROCEDURES

Call Facility Bookings to book all facilities. A damage deposit, payable at time of booking, is required for events serving alcohol and events at the museum. The cancellation policy is 90 days. If you cancel your booking before 90 days, you will receive your damage deposit less \$31.50 cancellation fee. If you give less than 90 days notice, you will forfeit half the cost of your rental, however your damage deposit is returned. Less than 30 days notice, you will forfeit the full cost of the rental and your damage deposit is returned. All outstanding balances must be paid 90 days prior to your event. All prices are subject to a yearly fee increase.



FACILITY INSURANCE

(must state Host Liquor Liability)

You will need to purchase Facility Users insurance from an insurance company. It must be for a minimum of \$2,000,000 coverage and must name The City of Fort Saskatchewan as "Additional Insured". We will need a copy of this insurance at least one month prior to your event.

BAR SERVICE

Bar service at the Dow Centennial Centre is provided by the in house caterer. When operating the bar (yourself) at the Legion Normandy Room, there is a small bar area that you may use

that contains a stand-up cooler, small freezer and sink. You will need to ensure that you bring your own cups, corkscrews, bottle openers, juice, ice and anything else you may require. Bartenders must have ProServe.

LIQUOR PERMIT

LEGION ROOMS: We will need to see a copy of your liquor permit at least two weeks prior to your event. Please ensure that permit has service until 1:00am and consumption to 2:00am.

WEST RIVERS EDGE: Liquor permit must have service until 12:00am with consumption to 1:00am.

You can have liquor at the NWMP FORT. Buildings close at 10pm.

SOCAN AND RE:SOUND FEES

These fees are aguestsicable on all City facilities. The SOCAN (Society of Composers, Authors and Music Publishers of Canada) charge is based on the amount of guests that will be attending your event.

For Re:Sound you are paying the necessary public performance license fees to the performers and makers of sound recordings. Please contact Facility Bookings for more information.

DECORATING

Decorating time is charged out at the per hour price for the room and is a minimum two-hour charge. Please refer to the current fee guide. White table cloths are not available at the West River's Edge and the Fort Heritage Precinct facilities. Decorating guidelines are available from Facility Bookings. At the Fort Heritage Precinct, decorations in the buildings are subject to the approval of the curator.

SET-UP

We will require your set-up requirements at least one month prior to your event.

Apulia CATERING

We believe it is a privilege to be a part of one of the most important days of your life. A day full of love, family, friends, and wonderful memories that will be cherished forever. Let us help begin your happily ever after with a menu that reflects your individual taste and preferences.

As the exclusive caterers at the Dow Centennial Centre, it is our goal to make your special day flawless from start to finish. With a high degree of taste and professionalism, our team has 35 years of experience and will help advise you every step of the way! For further details visit:

ApuliaCatering.ca



✉ maria@apuliacatering.ca



Apuliacatering

 Dow Centennial Centre 8700 84 Street
Fort Saskatchewan, AB Canada T8L 4P5



780.589.2222



780.589.2225



Treating You Royally for over 39 Years



Our Recipe for Success:
QUALITY FOOD • QUALITY SERVICE

Blended with Special Care

CORPORATE EVENTS • WEDDINGS • BUSINESS LUNCHEONS
COMMUNITY MEETINGS • COMPANY BARBEQUES
FUNERALS • OFFICIAL GRAND OPENINGS
& Many Other SPECIAL CELEBRATIONS



Please call for a free consultation.

Carol - 780.902.6321 Phyllis - 780.998.2390

royalcat@outlook.com

royalfoodcatering.com

VENUE PRICES



DOW CENTENNIAL CENTRE

Rooms equipped with wall-to-wall carpet, dance floor and storage room with fridge for cake or flowers.

ADDITIONAL ITEMS UPON REQUEST: podium and microphone, stage, upright piano, white table cloths, built-in screen and LCD projector.

			BUFFET TABLES	RECEPTION & GIFT TABLES	BAR	DJ TABLE	DANCE FLOOR	BUILT-IN SCREEN	HEAD TABLE ON STAGE
LIONS PRIDE									
1776 ft ²	60 -96 guests	60 - 72 guests (10-12 per table)	•	•	•	•	•	•	
		80 - 96 guests (10-12 per table)	•	•	•			•	
			Private 10 Hr. function \$308.95		Min. charge 2 Hr. \$77.30		Per hr. \$38.65		
LIONS MANE									
3681 ft ²	100 - 180 guests	100 - 120 guests (10-12 per table)	•	•	•	•	•	•	•
		120 - 144 guests (10-12 per table)	•	•	•	•	•	•	•
		150 - 180 guests (10-12 per table)	•	•	•				•
			Private 10 Hr. function \$614.05		Min. charge 2 Hr. \$153.60		Per hr. \$76.80		
LIONS BANQUET HALL									
5479 ft ²	180 - 264 guests	180 - 216 guests (10-12 per table)	•	•	•	•	•	•	•
		200 - 240 guests (10-12 per table)	•	•	•	•	•	•	
		220 - 264 guests (10-12 per table)	•	•	•	•	•		•
			Private 10 Hr. function \$846.70		Min. charge 2 Hr. \$211.70		Per hr. \$105.85		

Final numbers for DCC banquet size will depend on the placement of the head table.

Please contact Facility Bookings for more details.

EXTRAS (per use): PIANO: Upright \$45.90

SHELL THEATRE

All rentals include one technician.

Events Supervisor – 780.992.6406.

IN FRONT OF CURTAIN Min. charge 5 Hr. \$543.17 Per hr. \$108.62

ROYAL CANADIAN LEGION

ORTONA ROOM (2 hr. min. rental) 1204 ft ²		ADDITIONAL ITEMS UPON REQUEST: white table cloths, five foot screen and LCD projector.							
		40 guests (10 per table)	•	•					
			Private 10 Hr. function \$401.05		Per hr. \$50.15				
NORMANDY ROOM (2 hr. min. rental) 4717 ft ²		Room equipped with linoleum, hardwood dance floor and bar with fridge and freezer. ADDITIONAL ITEMS UPON REQUEST: podium and microphone, stage, white table cloths, blue skirt for stage, 5 or 10 foot screen and LCD projector.							
		160 guests (10 per table)	•	•	•	•	•	•	•
		200 guests (10 per table) - Ortona Rm.	•	•	•	•	•	•	•
(Optional/Additional Ortona Rm. rental \$20.95 per hr.)			Private 10 Hr. function \$704.45		Per hr. \$88.05				

WEST RIVER'S EDGE

MULTIPURPOSE ROOM 720 ft ²		Room equipped with kitchen and built in sound system. ADDITIONAL ITEMS UPON REQUEST: podium and microphone, screen and LCD projector.							
		40 guests (4 per table)	•	•					
			Private 10 Hr. function \$393.40		Per hr. \$49.20				

VILLAGE or NWMP FORT

Offers a modern space with a charming rustic appeal. For more information – 780.992.6266.

GROUNDS ONLY (inc. Gazebo)	Min. charge 2 Hr. \$80.00/Hr.
BUILDINGS ONLY	Min. charge 2 Hr. \$80.00/Hr.
GROUNDS & BUILDINGS	Min. charge 2 Hr. \$110.00/Hr.



CITY OF
FORT SASKATCHEWAN
FORTSASK.CA

Facility Bookings office located at:
Dow Centennial Centre
8700 84 Street, Fort Saskatchewan AB, T8L 4P5
Email: bookings@fortsask.ca
Office Hours 8:00 AM - 4:30 PM Monday - Friday
Phone 780-992-6266