


**Holiday Inn & Suites**

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**Wedding  
ATSH Package**





Your Wedding day is a wonderful opportunity to share your uniqueness and style. The “At The Schoolhouse Package” includes room rental for the Algonquin Salon, non-alcoholic punch, 3 course plated meal & coffee service with your late night buffet.

## Contact Holiday Inn & Suites Ottawa (Kanata) Wedding Experts

(613) 271-2390

101 Kanata Avenue

Ottawa (Kanata), ON K2T 1E6

(613) 271-3057

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Hotel Website: [www.hisottawa.ca](http://www.hisottawa.ca)



# The Art of Celebra-



## PLANNING YOUR SPECIAL DAY

- Complimentary consultation with our Wedding Experts & Catering Staff
- Professional Banquet Staff to execute every detail to perfection

## WE VOW TO MAKE YOUR WEDDING DAY A DAY TO REMEMBER

- Complimentary taste dinner for two
- White patterned floor length table linens & napkins
- Portable dance floor
- Podium & microphone
- Placement of your centerpieces and guest favours
- Slicing and serving of your wedding cake
- Complimentary parking
- Guest room reservation reply cards for inclusion with your invitations

## FOR THE BRIDE & GROOM WITH OUR COMPLIMENTS

Complimentary Queen Suite includes:

- Chocolate dipped truffles & sparkling white wine
- Brides nail package from JASK Spa
- Breakfast for two from Graffiti's Italian Eatery
- Early check-in & late check-out (early check in is based on availability)

## PREMIUM UPGRADES AVAILABLE TO ENHANCE YOUR WEDDING DAY

(Not included in the Standard Wedding Services)

- Upgraded table linens & napkins
- Chair covers
- Back Drop for your head table
- Deluxe King Hot Tub Suite for your first night together

(Upgraded from your complimentary room) | \$90 per room, per night

**Please see our Wedding Experts for more details**

## PLATED DINNER

### ATSH Plated Dinners Include:

- \* Freshly Baked Rolls
- \* Platter of Marinated Olives & Balsamic Mushrooms Per Table
- \* Freshly Brewed Premium Coffee, Decaf Coffee or Steeped Tea
- \* Choice of Soup or Salad, Main Course & Dessert

### Soups:

- \* Red Pepper Bisque
- \* Roasted Curried Cauliflower
- \* Wild Mushroom Potage
- \* Potato Leek Bisque
- \* La Ribollita

### Salads:

- \* **Misto** – Baby Greens, Cherry Tomato, Cucumber, Beet Curls, Balsamic Dressing
- \* **Caesar** – Romaine, Herb Croutons, Bacon, Parmesan Frico, House Garlic Dressing
- \* **Caprese** – Roasted Tomatoes, Crispy Bocconcini, Clipped Basil

### Dessert:

- \* Belgian Chocolate Mousse Cake
- \* New York Cheesecake with Berry Coulis
- \* Panna Cotta
- \* Chocolate Dipped Ice Cream Crepe on Berry Compote



## PLATED MAIN COURSE

### **Chicken Supreme | \$60 per person**

Mushroom, Spinach & Goat Cheese Stuffed Chicken Breast Supreme, Roasted Caraway Carrots, Baby Red Potatoes

### **Chorizo Chicken Supreme | \$60 per person**

Chorizo & Goat Cheese Stuffed Chicken Breast Supreme, Roasted Caraway Carrots, Baby Red Potatoes

### **Grilled Vegetable Wellington | \$60 per person**

Seasonal Grilled Vegetables, Goat Cheese, Pomodoro sauce, Flakey Puffed Pastry

### **Grilled Polenta | \$60 per person**

Grilled Polenta, Roasted Vegetable Ratatouille

### **Pan Seared Salmon | \$60 per person**

Atlantic Salmon Filet, Green Curry Sauce, Grilled Broccolini, Toasted Basmati Rice

### **Pork Tenderloin | \$60 per person**

Maple Glazed Pork Tenderloin, Vermouth, Grainy Mustard Sauce, Farm Fresh Steamed Vegetables, Garlic Mashed Potatoes

### **Braised Beef Short Rib | \$64 per person**

Apple & Beer Braised Short Rib, Reduced Braising Liquid Au Jus, Roasted Rainbow Carrots, Cheese Curd Mashed Potatoes

### **Sterling Silver Beef Tenderloin | \$70 per person**

Porcini Rubbed Roasted Beef Tenderloin, Chianti Bordelaise Sauce, Brown Butter Hericots Vert, Roasted Fingerling Potatoes

### **Kid's Meals | \$15 per person**

\* Choice of

- ~ Chicken Fingers & Fries, Ice Cream
- ~ Spaghetti & Meatballs, Ice Cream
- ~ Mini Pepperoni & Cheese Pizza, Ice Cream

Served with Starter and Dessert | \$22 per person

# BEVERAGE SERVICES

## Services

**Bar Prices Include Applicable Taxes & Gratuities.** Please note, if less than \$350.00 of liquor is consumed, a bartender fee of \$30 per hour, per bartender (minimum of 4 hours) will be applicable.

## Bar Price List

Domestic Beer	\$7.25
Imported Beer	\$8.25
Wine by the Glass	\$8.25
Bar Liquor	\$8.00
Soft Drinks	\$2.50
Juice	\$3.00
Mineral Water	\$3.00

## Wine List

### White

Cavallina Pinot Grigio	\$32
Ruffino Lumina Pinot Grigio	\$37
Trius Riesling	\$37
Pavillion Chemin Viognier	\$34
Jackson Triggs Sauvignon Blanc	\$35
Trius Chardonnay	\$35

### Red

Villetteri Centurio Sangiovese Merlot	\$32
Jackson Triggs Cabernet Franc	\$37
Robert Mondavi Cabernet Merlot	\$34
Ruffino Chianti	\$39
Blackstone Syrah	\$35
Marcus James Malbec	\$34

## A La Carte

Punch Fountain Service (serves 50) | \$125

Alcoholic Punch Service (serves 50) | \$250

Unlimited Soft Drink Service (per person, minimum 50 people) | \$4 per person

Fresh Brewed Coffee & Tea Service | \$3.50 per person

## Sparkling

Prosecco	\$40
Trius Brute	\$60



# THE HOLIDAY INN® MEETING PROMISE<sup>SM</sup>

Every time you plan your meeting with us, we guarantee it! That's because not only are we experts at handling meetings, but we also offer the exclusive Holiday Inn® Meeting Promise sm. at Holiday Inns worldwide. It's our guarantee – in writing – that everything will go exactly as agreed upon in your signed contract. If not, the problem will be corrected to your satisfaction, or you don't pay for that item.

Specifically:

✦ Your meeting room (s) will be (1) available at your specified time, (2) set up per your contracted specifications, and (3) refreshed during your meal breaks, or you pay no room rental for that day.

✦ Your food & beverages will be served as specified on your signed contract, and on time, or there is no charge for that break that day.

Audiovisual equipment rented from the hotel will be set up in accordance with your signed contract and, be in good working order. If not, you pay no rental fee for that equipment that day.

We're confident you'll be pleased with our meeting expertise at Holiday Inn®. You can expect everything you were promised or you don't pay.

Guaranteed.

\*A refund is not required if the customer has not given hotel management the opportunity to correct the problem.

\*Your meeting contract is with an individual Holiday Inn® hotel. Each hotel is responsible for honoring the terms as stated in the Holiday Inn Meeting Promise. Most hotels are independently owned and operated.

## TERMS AND CONDITIONS

### ADVANCE DEPOSIT AND PAYMENT PROCEDURES

In order to confirm your wedding, an advance deposit of one thousand dollars will be required upon signing of contract to be applied towards the function. A payment schedule will be arranged which will require 100% of the estimated balance being paid three weeks (21 days) in advance of the function date. Any outstanding charges will be due in full upon completion of your function, unless prior arrangements have been made.

### CANCELLATION AND REFUND POLICY

Upon signing the contract, both parties agree that the booking will not be cancelled except in the case of "Force Majeure"; strike, fire, flood, or act of God. Should cancellations after the confirmation of the booking be required, a cancellation charge as outlined below will apply:

0 to 60 days prior to arrival: Full payment on total meeting charges, estimated food and beverages charges, less the advance deposit. In the case that the Convener has not confirmed final details with the hotel, the minimum revenue guarantee outlined in the contract would be used.

61-180 days prior to arrival: 50% of the above less the advance deposit.

180-270 days prior to arrival: loss of advance deposit.

271 days or more prior to arrival: loss of advance deposit pending the hotel reselling the function space. In good faith, the hotel would refund the advance deposit within 30 days following the original contracted function date.

### GUARANTEED NUMBER AND MINIMUM REVENUE GUIDELINES

An estimated number of persons attending your wedding is required three (3) weeks in advance of the function date. The guaranteed number is required seven (7) days in advance. The Hotel will charge for the number of persons guaranteed or for the actual number of persons served, whichever is greater. It is necessary for the Convener to provide a minimum net revenue guarantee (exclusive of applicable 13% HST, and 15% service charge) towards the Convener's account. This minimum revenue guarantee will be confirmed to you at the time of booking, including any applicable hall rental. In the event that the final projected revenues for your function fall short of the estimated potential revenues established from the proposed details and estimated attendance presented at the time of booking, we will work with you to negotiate value in goods and services for the difference that will be charged to the Convener's account.

### SOCAN FEE & SOUND TARIFF FEE

In the event that a disc jockey or live band is hired for your function, an additional charge of \$59.17 plus 13% HST will apply for the Society of Composers, authors and Music Publishers of Canada. Also a fee of \$26.63 for sound tariff 6.a in accordance with the Copyright Board of Canada.

### DECORATING

The function space will be made available for decorating a maximum of 3 hours prior to the start of the function. The final time will be confirmed with you 3 weeks in advance of your function date. Note: flower petals, thumbtacks, nails, scotch tape, glitter, confetti, or open flame are not

acceptable in the banquet hall or guestrooms. Items required by the hotel to execute your function including, but not limited to, seating plan, centerpieces, party favors, guest book, and wedding cake, will be required to be delivered to the hotel accompanied with appropriate instructions, a maximum of 48 hours in advance of your function date.

### FOOD & BEVERAGE SELECTION

Your wedding expert will work with you to assist with menu selections a maximum of three (3) months in advance of your function date. Final details are to be arranged with the hotel a minimum of 30 days in advance of your function date. We request that menu selections for a la carte meals (soup, salad, entrée and dessert) are the same for all guests in attendance. All split meals (more than one entrée), excluding a maximum of one vegetarian entrée selection, are subject to a \$3.00 per person surcharge in addition to quoted menu prices. Soup, salad, and dessert are limited to one. The hotel requires guarantee of each entrée seven (7) business days in advance, as well as entrée designating place cards. Please ensure the hotel is informed of any guests with dietary restraints or food allergies (names of guests and the nature of their allergies) a minimum of 72 hours prior to your function's arrival in order for the hotel to properly accommodate you and your guests.

### MENU PRICING, TAXES & GRATUITIES

Unless otherwise noted, quoted food and beverage prices are subject to 15% gratuity, 13% H.S.T. Prices and menu content are subject to change without notice. The hotel will guarantee menu prices a maximum of ninety (90) days in advance of function date.

### THIRD PARTY CATERING

Due to health and safety regulations, the hotel does not allow outside caterers to provide food services on property or for any food to be removed from property. In the event of religious tradition requiring such outside catering service, the hotel reserves the right to approve the caterer, the convener will be required to sign a third party waiver, and the hotel will charge a service surcharge, per person, for the number of people attending the function. This would be negotiated and approved at the time of booking.

### HOMEMADE WINE

In the event where the convener requests to supply homemade wine for the function, and it is approved by the hotel, the convener will be required to provide the hotel with a Special Occasions Permit from the LCBO a minimum of three (3) weeks in advance of the function date. In addition, the convener will be required to pay the hotel a corkage fee of \$20.00 per 750ml bottle, \$24.00 per 1 liter bottle and \$28.00 per 1.5 liter bottle, plus 13% H.S.T., and 15% gratuity for each opened bottle.

### SMOKING

Our function space and public areas are designated non-smoking in accordance with Kanata By-law #144-83.