



**FAIRMONT
BANFF SPRINGS**

BANFF, ALBERTA



WELCOME TO CANADA'S CASTLE

Fairmont Banff Springs, set amid the backdrop of majestic mountains, is Canada's "Castle in the Rockies." This Scottish baronial castle creates an atmosphere of romantic sophistication fit for any fairy-tale wedding. The romance of the Canadian Rockies and the castle hideaway of Fairmont Banff Springs makes every bride feel like a princess on her wedding day.

Our Rocky Mountain resort offers stunning vistas, the renowned Willow Stream Spa, a championship golf course, extraordinary skiing and an endless array of summer and winter activities. Our talented chefs have created both authentically local menus and classic cuisine. These culinary delights, coupled with fine wines and attentive personalized service, will ensure that your wedding is a lasting memory for both you and your guests.

This year-round mountain resort offers superb appointments and world-class amenities. From cozy rooms tucked away in quiet corners of the castle to spacious suites with sweeping Rocky Mountain views, Fairmont Banff Springs has the perfect accommodation, as well as a wide selection of banquet rooms available to accommodate your dream wedding.

OUTDOOR TERRACE

For wedding couples searching for a breathtaking ceremony venue, look no further than our Outdoor Terrace. Seating up to 180 guests with sweeping views of the Bow Valley framed by mountains, the terrace combines natural beauty with the convenience of proximity to the wedding reception venue and hotel amenities. The Outdoor Terrace provides a once-in-a-lifetime opportunity to create a magical moment and share it with friends and family for a lifetime of beautiful memories.



MT. STEPHEN HALL

The Mt. Stephen Hall truly represents Fairmont Banff Springs' position as "Canada's Castle in the Rockies." The high ceilings with oak beams, stone floor, and cathedral windows with stained-glass crests truly reflect the style of a baronial castle, while the soft amber lighting creates the perfect atmosphere in the evening. We are proud to say that our Mt. Stephen Hall has become an iconic place to be married in Alberta.



ANGUS ROOM

This is the scene for many of our most intimate weddings. The Angus Room, which hosts a maximum of 24 guests, is the perfect setting for a romantic wedding surrounded by only your closest family and friends. The high ceilings, stained-glass windows, and traditional historic décor create the perfect setting for your special day.





ALHAMBRA ROOM



CASCADE BALLROOM

© Carey Nash Photography



© Bonner Photography



ALHAMBRA ROOM



IVOR PETRAK ROOM

© Eric Daigle Photography

CASCADE BALLROOM

The hotel's original ballroom, which hosted such esteemed guests as Fred Astaire and Marilyn Monroe, has been renovated to bring back the glamour of the Roaring Twenties. The ballroom, decorated in hues of blue, burgundy, and gold, features eight breathtaking crystal chandeliers and hardwood flooring. The Cascade Ballroom is located at the north end of the castle with a million-dollar panoramic view of the Bow Valley from the Conservatory.

ALHAMBRA ROOM

Step through the custom cast-bronze doors and into the Spanish Renaissance styling of the Alhambra Room to find the perfect setting for your wedding day. The large windows that encompass the room complement the high ceilings and showcase the four chandeliers that cast a warm glow. Seating up to 220 guests, the Alhambra is a beautiful venue for wedding events from ceremonies to brunches to dinners.

IVOR PETRAK ROOM

The canvas for many beautiful ceremonies and receptions, the Ivor Petrak Room hosts up to 60 guests and sets the scene for your special day with closest friends and family. Let the picturesque view of the sweeping Bow Valley amaze your guests while they dance the night away under the custom-build chandelier. The Ivor Petrak Room is sure to provide the setting for a lifetime of memories.

WILLOW STREAM SPA AT FAIRMONT BANFF SPRINGS

Before or after your romantic adventure in the mountains, come and rejuvenate in the pulsating waterfalls and tranquil mineral pool in the Willow Stream Spa. Let our spa experience experts help you choose from a wide selection of massages, facials, and body treatments to achieve your desired results. Our full hair and nail salon will provide you and your wedding party with those finishing touches for your special day.

VIST fairmont.com/banffsprings
CALL +1 403 762 1772



THE FAIRMONT BANFF SPRINGS GOLF COURSE

Renowned for its panoramic beauty, The Fairmont Banff Springs Golf Course in Alberta is a captivating and challenging layout set in the heart of Canada's Rocky Mountains. Amateurs and professionals alike are constantly amazed by this historic course. Let us connect you with our golf team for information on special pricing for wedding parties.

VISIT banffmountaingolf.com
CALL +1 403 762 6801



TRUSTED VENDORS

We are pleased to present a selection of trusted professionals that we can recommend to help plan your event at Fairmont Banff Springs.

AUDIO VISUAL

PSAV Banff
403.762.1740
www.psav.com

NRG Music Productions
403.760.1930
www.nrgmusicproductions.com

CHILDCARE

Childcare Connection
403.760.4443
www.childcarebanff.com

RENTAL, DECOR & DESIGN

Décor and More
403.262.9934
www.decor&more.com

Luxe Modern Rentals
403.236.5116
www.luxe.modernrentals.ca

Special Event Rentals
403.762.2227
www.specialeventrentals.com

FLORIST

Forget-Me-Not Flowers
403.762.4111
www.banffflowers.com

Flower Artistry
403.922.2699
www.flowerartistry.com

ENTERTAINMENT

Music Mosaic
403.678.5172
www.musicmosaic.ca

Class Act DJ Service
800.661.6044
www.classactdj.com

Harp Angel - Harpist
403.678.6509
www.harpage.com

PM GIGS
403.760.1930
www.pmgigs.com

EVENT PLANNING

Lynn Fletcher Weddings
403.457.1324
www.lynnfletcherweddings.com

Julianne Young Weddings Inc.
403.456.2439
www.julianneyoungweddings.com

Mountainscape Weddings
403.760.5431
www.mountainscapeweddings.ca

Rocky Mountain Weddings
403.760.2933
www.rockymountainweddings.ca

FILM & VIDEO

Aydin Weddings Film & Video
403.678.0339
www.aydinweddings.com

Banff Photography
403.678.3562
www.banffphotography.com

Bonner Photography
403.760.0769
www.bonnerphotography.com

Carey Nash Photography
www.careynash.com

Eric Daigle Photography
403.707.8076
www.ericdaigle.com

Mountain Wedding Videos
403.760.7998
www.mountainweddingvideos.com

Kim Payant Photography
403.497.5111
www.kimpayantphotography.com

Abby + Dave
403.990.1258
www.abbyplusdave.com

Orange Girl
403.431.3464
www.orangegirl.com

TRANSPORTATION

Highland VIP Group
800.991.6571
www.highlandVIP.com

WEDDING RESOURCES

Little White Book
www.littlewhitebook.com

COMMISSIONERS

Robin White and Karyn Faryna
www.banfflakelouiseweddings.com

Patrick Smiley
www.patricksmileyweddings.com

Carl J. Shields
www.weddingsbanff.com

BOOK YOUR COMPLIMENTARY ON-SITE CONSULTATION WITH A SPECIALIST

FAIRMONT BANFF SPRINGS
CALL 403 762 1788

E-MAIL BSHWEDDINGS@FAIRMONT.COM
VISIT FAIRMONT.COM/BANFFSPRINGS



FAIRMONT BANFF SPRINGS WEDDING INFORMATION

Thank you for expressing interest in Fairmont Banff Springs as a site for your wedding!

Fairmont Banff Springs is Canada's 'Castle in the Rockies', with its charming splendor and gracious hospitality; the Resort provides the perfect setting for your fairy tale wedding. Set amidst backdrops of majestic mountains with breathtaking views, the resort was designed with a Scottish Baronial Castle in mind creating an atmosphere of romantic sophistication fit for any wedding or reception.

Fairmont Banff Springs Wedding Team would be pleased to review availability, answer any questions you may have or confirm an appointment should you wish to view our facilities. Please contact us at 403-762-1788 or bshweddings@fairmont.com

CEREMONY ROOMS

Fairmont Banff Springs will only host ceremonies if they are accompanied by a food and beverage function. We do not host ceremonies only.

The below rental charges are subject to 5% GST.

Strathcona Room	10 people or less	\$500
Angus Room	20 people or less	\$750
Norquay Room	50 people or less	\$1,000
Ivor Petrak Room	120 people or less	\$3,000
Mt. Stephen Hall	220 people or less	\$5,500
Alhambra Room	220 people or less	\$5,500
Cascade Ballroom	220 people or less	\$5,500
Outdoor Terrace	220 people or less	\$6,000

Your Rental Includes:

- Ceremony rental is for a one (1) hour time period
- Set up and Teardown of BSH chairs, oak registry desk & chair and gift/guestbook table
- 2 Oak Pillars if required – Flowers to be provided by Bride and Groom
- Tissues, Water Station, and Coat Rack (no coat rack if the Ceremony location is the Outdoor Terrace)

Ceremony Rehearsal:

- We will do our best to accommodate requests to hold your rehearsal in the same room that your wedding ceremony is booked in however; we are unable to guarantee the time and location of your Ceremony Rehearsal until 2 weeks prior. We will however guarantee that there will be space somewhere in the castle that you can rehearse.

Ceremony Special Notes:

The outdoor ceremony site includes an indoor weather alternative location and is included in the rental fee. Location of indoor weather alternative is subject to change based on availability. The decision for an indoor or outdoor ceremony will be made by the Conference Services Manager and the Bride and Groom, on the day of the ceremony – 3 hours prior to the ceremony time. If the weather call is made for us to proceed with the outdoor location, then at that time we release the indoor back-up location so that it can be set for another function if required.

*The ceremony will automatically be moved inside in case of blizzard or if the temperature drops below -20°C (-4°F).

** Regardless of where your ceremony takes place on your actual wedding day, if you have booked the Outdoor Terrace, you will be charged the \$6,000 rental fee, as per your contracted ceremony space.

Kindly note that tossing of organic (not plastic, fabric or other materials) rose petals is allowed as long as you have someone assigned to clean up after the ceremony, otherwise a \$100.00 clean-up fee will apply.

In agreement with Banff National Park rules and regulations, the following items are not permitted: Confetti, fake petals or flowers, birdseed, rice, live butterfly / dove release and fireworks.

RECEPTION/DINNER LOCATIONS

All function rooms used for dinner events have a minimum Food/Beverage revenue requirement as noted below. This includes all food/beverage consumed during your reception/ dinner event including your hors d'oeuvres, dinner menu, wine with dinner, bar sales and late night snack but excludes the room rental fee.

These rates are subject to 5% GST, 18% service charge, and 5% GST on the Gratuity Dollar Amount

	<i>Max # Guests</i>	<i>F&B min.</i>	<i>Rental</i>
Strathcona Room	12	\$1,200	-
Angus Room	20	\$ 2,500	-
Norquay Room	30	\$ 4,000	-
Ivor Petrak Room	60	\$ 8,000	\$1000
Mt. Stephen Hall	120	\$17,000	\$1500
Alhambra Ballroom	220	\$23,000	\$1500
Cascade Ballroom / Conservatory	220	\$27,000	\$1500

Please Note: The estimated number of guests listed above is not exact – the capacity maximum of each function room is dependent on the setup design as discussed in consultation with you. Please count yourselves (bride and groom) in the

guest count for the room you are booking.

***** All prices are current and subject to change without notice *****

Brunch/Lunch events: room rentals are as follows and subject to 5% GST

Ivor Petrak room	\$1000.00
Mt. Stephen Hall	\$1500.00
Cascade Ballroom	\$1500.00
Alhambra room	\$1500.00

Your Rental Includes:

- Complete set up of your wedding banquet room (tables, regular banquet chairs, white or black table linens & white or black linen napkins, white china and silver flatware)
- Gift Table, Guest Book Table, Cake Table
- Option of a raised Head Table

Reception / Dinner Special Notes:

Should you choose to have your ceremony and reception/dinner in the same function room a three hour re-set time period will be required between the end time of your ceremony and the start time of your reception/dinner.

Should you choose to have a brunch or a lunch function, the minimum Food & Beverage Revenue requirement does not apply, however a room rental will be charged. The room must be vacated and free of all décor and event materials by 2:30pm. (The ceremony fee will always apply).

Fairmont Banff Springs does not provide any décor items.

GUESTROOMS

Preferred wedding rates are available to all guests, subject to hotel availability, so we recommend that guests book in advance to avoid disappointment. Preferred wedding rates as listed in wedding contracts are net, non-commissionable rates. Should you decide to involve a travel agent in your wedding plans it is our expectation that they are made aware of the non-commissionable rates in advance of entering into a contractual agreement with them.

WILLOW STREAM SPA

Our Spa Sales Manager would be delighted to discuss the Body Experience Packages which are available, confirm Hair and Make Up appointments for the Bridal Party or book a couple's treatment so the newlyweds may spend time together.

Please contact Kasia at 403-760-6336 or via email Katarzyna.Wroblewska@fairmont.com

GOLF COURSE / GOLF TOURNAMENT

Organize an outing for the golfers in the group. Unwind with a challenging game of golf or a fun filled tennis tournament with family/friends.

Please call Dave Rickards at 403-762-6838 or via email at Dave.Rickards@fairmont.com

GENERAL NOTES AND WEDDING POLICIES

Food and Beverage:

Fairmont Banff Springs will be the sole provider of all Food and Beverage with the exception of wedding cakes or cupcakes.

We require a good estimate 30 days prior to your event day for your guest count and food choices. The final catering guarantee (guest count) must be provided 3 business days (72 hours) prior to the event. You will be charged for the final number that you provide regardless of any last minute cancellations within that 3 business day period.

Choice Entrée:

A selection of entrées for sit-down meals may be offered to your guests. Selections are limited to three choices and for each choice there will a \$5.00 per person additional charge. Place cards are required to designate entrée selections to the banquet staff and are to be provided by the client. An exact count of the number of guests and/or each entrée is required one week prior to the event. We do not provide table side choice for plated wedding functions.

Special Meal Requests & Allergies;

Fairmont Banff Springs is happy to accommodate requests for special meals such as gluten free, vegan and vegetarian provided those requests are made a minimum of 14 days prior to the wedding reception and dinner. Allergies will also be accommodated given adequate notice.

Fairmont Banff Springs is unable to provide Kosher meals or facilities. Should a wedding require a limited number of Kosher meals, the bride & groom may make arrangements with a supplier of their choice to have the food prepared and delivered to the hotel at cost arranged directly with the supplier. Additional fees may apply.

Cake Cutting:

There is a \$10.00 per person cake cutting fee to cut the cake, plate and serve to your guests. Should you wish to self-serve the cake, there would be a flat charge of \$100.00 to cut and tray the cake. We recommend cake cutting take place prior to 9pm and service at any time specified. Left over cake can be packaged and refrigerated for pick up the following day - this service is complimentary. Cake that is left after 48 hours will be composted.

Costing and Estimates:

Once your final menu and beverage requirements have been confirmed, your Sales & Service Manager will prepare an estimate for your wedding. These amounts will be based on historical information and industry guidelines. For your budgeting purposes please anticipate the following:

- One bottle of wine (750 ml) serves 5 glasses.
- One bottle of sparkling wine or champagne services 6 champagne flutes.
- Estimate half a bottle per person for dinner wine
- Estimate 3 or 4 pieces of hors d'oeuvres per person, based on a one hour reception
- Estimate two drinks per person for a one hour reception, and 1 drink per person for every hour after that while the bar remains open
- Anticipate 20 minutes for each course and 30 minutes for the entrée course for dinner

Date Restrictions:

Kindly note, Fairmont Banff Springs is unable to host Weddings on the following dates:

Christmas Eve, Christmas Day, Boxing Day, New Years Eve and New Years Day. Other date restrictions may occur based on hotel occupancy levels so please inquire with your Conference Services Manager. Minimum length of stay for guestrooms may be required over certain times of the year as well as long weekends and the holiday period in December.

Deposits and Final Payment:

At the time of booking a non-refundable deposit is required to confirm all events. The next financial commitment will be 6 months prior to the wedding day and then 60 days prior to the wedding day. The hotel accepts major Credit Cards, Certified Cheques and Bank Wire Transfers. In the event of overpayment, a refund will be issued via credit card after the wedding invoice has been settled. Our Accounting department will then forward a detailed invoice approximately 5 – 7 business days after your event. We do not accept personal cheques at any time.

Pictures:

If your wedding is confirmed at the hotel, you will receive complimentary access to the hotel and hotel grounds for pictures. The only exceptions are the main lobby (including the two staircases), the Rundle Lounge Staircase, as well as the outside traffic circle. Please remember to be considerate to other guests who are also enjoying the hotel and grounds.

If you are not a hotel guest or hosting your wedding with us, you are not permitted to take pictures on hotel property.

Music:

For any events taking place on the property of Fairmont Banff Springs with an entertainment component, we are obligated to charge SOCAN and Re:Sound fees. Both SOCAN (Society of Composers, Authors and Music Publishers of Canada) and Re:Sounds (formerly the Neighbouring Rights Collective of Canada) collect fees as copyright licensing fees on the behalf of the original artist(s) or record companies. The fee is designated per event and based on venue capacity. This fee is not revenue for the hotel and the fee applies even if a live music act is not present. You can go to the Copyright Board of Canada's website at www.cb-cda.gc.ca/ for more information.

Any musical act (band, DJ, etc) are responsible to cover their own parking charges and also for load-in / load-out of their equipment. Our hotel staff are not responsible for assisting them getting setup or tearing down at the end of the night. Fog / Haze Machines are also not permitted.

Candles:

Fairmont Banff Springs does not provide candles for weddings. You are responsible for bringing in any candles for both the ceremony and reception/dinner that you require. There are no specific restrictions for candle use, but we request the wicks to be covered if possible for safety.

Fireworks:

Fireworks are not permitted in Banff National Park and therefore are not permitted at Fairmont Banff Springs for weddings.

Drones:

Drones are not permitted in Banff National Park and therefore are not permitted at Fairmont Banff Springs for weddings. .

** This information is current as of April 1, 2018, and is subject to change without notice.*

Fairmont
BANFF SPRINGS

Fairmont Banff Springs
P.O. Box 960
405 Spray Avenue
Banff, Alberta
Canada, T1L 1J4
T +1 403 762 1788
fairmont.com/banffsprings
bshweddings@fairmont.com