



Bragg Creek Centre



WEDDINGS

2020

Bragg Creek Centre
23 White Avenue, Bragg Creek, AB, T0L 0K0
braggcreekca.com

Contact Information

Program and Events Manager

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Welcome to the Bragg Creek Centre

Our facility is located in the picturesque Hamlet of Bragg Creek Alberta, approximately 30 minutes from Calgary.

Bragg Creek is nestled in the foothills of the Rocky Mountains, on the edge of Kananaskis Country. A mixture of rolling hills, jagged peaks and crystal clear streams surround the community and provide an amazing playground for indoor and outdoor recreation. The Bragg Creek Centre is located in the heart of this natural beauty making it a wonderful venue for weddings and special events.

Our magnificent foyer welcomes you as you enter our facility. Enclosed by windows, and contrasted by cedar beams, stone floors; giving you a warm, welcoming & relaxed style ambiance in this space.

Upon entering the Auditorium you are greeted by 30ft ceilings and elegant neutral colours that allow this room to be easily transformed into an intimate reception hall for your wedding celebration!



Auditorium Specifications

5,600 Square feet
350 Person Banquet Capacity

Rental Rates

WEDDINGS & BANQUETS

OCTOBER – APRIL | \$2500.00 (Off Season)
MAY – SEPTEMBER | \$3000.00 (Prime Time)

PACKAGE INCLUDES:

FULL AUDITORIUM & STAGE USE, COMMERCIAL KITCHEN USE, BANQUET TABLES & CHAIRS, AUDITORIUM SOUND SYSTEM, ON STAGE PROJECTION SCREEN, PORTABLE PROJECTOR, MICROPHONE & PODIUM, AND USE OF ONE MEETING ROOM FOR BRIDE/GROOM WITH PRIVATE WASHROOMS.

**A \$500.00 Non-refundable deposit is required at time of booking to hold the date.
A Refundable \$500 Security Deposit is required 1 month prior to your event.**



Reception Information

Access to the facility is available from 9:00 am to 1:00 am on the day of your event. It is the responsibility of the client to plan their timeline around this access time.

Day before decorating access may be available between 5:00 pm and 9:00 pm at a rate of \$200.00, pending availability.

- All decor must receive approval by the BCCA.
- No bolts, nails, tacks, screws, bits, pins or other objects shall be driven into any part of the Centre.
- Contracted Decor companies must be WCB compliant and must also carry General Liability Insurance.
- Contracted Decor companies must supply their own set up equipment and work within the allotted set up and tear down time-line.
- Candles, confetti, bird seed, rice and rose petals are **not permitted**.
- Any fabric used for events must follow the Alberta Fire Code regulations and is subject to waiver signature.
- The BCCA is not responsible for any lost or damaged items.
- The BCCA does not provide nor assist in the set-up or take down of any props or decorations.
- The BCCA will facilitate the set-up of tables and chairs according to the clients floorplan. The client is responsible to assist in the tear down of tables and chairs.

A Music License Fee for the use of recorded/live music is required and will be obtained by the Bragg Creek Community Centre if musical entertainment is to be used, and will be added to the cost of the facility rental.



***Please note – Overnight/RV parking and/or camping is not permitted on BCCA property, local accommodations are attached to this package.**

Bar Service

The Bragg Creek Centre offers three levels of service to meet your event's needs, let us know which option you would prefer!

Bar Service must be finalized 1 month prior to your event.

All bar services require BCCA bar staff billed @ \$28.75 per hour per bar staff.

(1 Bartender for every 80 guests per AGLC regulations)

1. Complete Bar Service:

- BCCA will provide alcohol, mix, ice, cups & garnish
- BCCA Standard Bar Menu includes domestic rye, rum, gin, and vodka, min. 3 brands of domestic beer and 2 house wines
If premium alcohol is requested prices will increase to reflect costs.
- BCCA will charge on a per drink basis
 - Standard Alcoholic Beverage - \$6.00
 - Red/White Wine - \$7.00
 - Non-Alcoholic Beverage - \$2.25

2. You purchase the alcohol. We provide the service:

- You set the drink prices
- All Alcohol must be purchased in Alberta and receipts must be attached to the purchased Liquor License ***AGLC regulation***
- A \$5 (per person) corkage fee is applied to all guests over 5yrs of age
- Corkage fee includes: cola, diet cola, ginger ale, sprite, soda, tonic water, orange and cranberry juices, ice, cups & garnish

3. Your Bar, your way:

- You set the drink prices
- You supply all bar items: Alcohol, mix, ice, cups & garnish
- All Alcohol must be purchased in Alberta and receipts must be attached to the purchased Liquor License ***AGLC regulation***

The client OR caterer is responsible to supply any wine that may be served with the meal.

Homemade wines and spirits are strictly prohibited per **Alberta Liquor & Gaming (AGLC) regulations.**

Responsible Alcohol Management Policies

The Bragg Creek Centre (BCCA) practices a responsible alcohol management program in an effort to provide Duty of Care and ensure safety of our clients/guests at the facility.

This program allows all employees of the BCCA to monitor and control the service of alcoholic beverages in a safe and responsible manner.

Clients of the BCCA are NOT permitted to consume alcohol outside of the contracted service hours listed on their liquor license, this also includes set up/decorating times provided by BCCA. NO alcohol is permitted outside of the facility at any point.

BCCA provided bartenders reserve the right to cease service to any individual in accordance with Alberta Server Intervention Program, (ASIP). Service will also be terminated on verbal abuse of staff and guest will be asked to leave BCCA owned premises immediately.

Shots/Shooters and Doubles are **not permitted**.

Guests will not be served unopened cans or bottles of alcohol.

Clients are responsible for the conduct and behavior of their guests. Misconduct can result in the guest being removed from the facility and/or termination of the event with **no refunds** issued.

Liquor & Liability Policies

Insurance Responsibilities:

Clients are responsible to obtain, at their own cost, Alberta Gaming & Liquor Commission (AGLC) liquor licenses. A copy of the license must be provided to the Bragg Creek Centre no later than 2 weeks prior to their event.

Liquor Liability Insurance is required for rental of the facility where alcohol is served. A Minimum \$2,000,000 (2 million dollars) in general liability coverage is required for the policy with the Bragg Creek Community Association named as the additional insured.

The insurance may be purchased through your own insurer or online at www.palcanada.com. A copy of the insurance policy should be provided to the BCCA no later than 2 weeks prior to the event.

Liquor License Responsibilities:

A liquor license can be purchased at most Alberta Liquor stores. This license must be on display behind the bar during the event.

All alcohol purchases must be made at a licensed liquor store in the province of Alberta. Photocopies of alcohol purchases must also be present. Any alcohol that is not on the receipt will not be served.

Bar service will only be permitted during hours listed on both the liquor license and insurance policy.

Security deposit will be forfeited and the event terminated with guests asked to leave immediately should the client or their guests be in violation of the AGLC regulations mentioned above.

The Bragg Creek Centre supports a fun and safe environment for all clients and their guests.

Table Ware & Equipment Rentals

Table Linens – Rounds	\$7.00 (per)
Table Linens – Rectangular	\$7.00 (per)
Cloth Napkins	\$1.00 (per)

10”(inch) Dinner Plate	\$0.60 (per)
8” (inch) Salad/Desert Plate - ceramic	\$0.60 (per)
8” (inch) Salad/Desert Plate – glass	\$0.60 (per)
6” (inch) side plate	\$0.60 (per)
Soup bowl	\$0.60 (per)
Cup & Saucer (tea/coffee)	\$0.60 (per)
Cutlery (fork/knife/spoon/soup spoon)	\$0.40 (per)
Glassware (wine or water)	\$0.60 (per)
Water Pitchers	\$0.60 (per)

Coffee Urn (100 cup)	\$15.00
Coffee Urn (50 cup)	\$10.00

Popcorn Machine	\$35.00
Popcorn Seed & Seasoning Bags	\$2.50 (makes 7.5 cups of popcorn)
Hotdog Roller Machine	\$35.00
Rolling Coat Racks	\$15.00
Portable Bar	\$200.00

Rentals must be finalized 1 month prior to your event

Additional rental items can be sourced for a fee. Please ask for details.

Local Catering Companies

The Bragg Creek Community Centre supports local business and encourages our clients to inquire about using local catering companies. The client is under no obligation to use the below companies and may bring in any catering company they choose.

Reflective Catering	403-831-4498 Reflectivecatering.com
K-Two Catering	587-437-5181 kennedymkristen@gmail.com
Birgit Schmitt Catering Services	403-826-4955 birgit_schmitt@hotmail.com
Rani's Rasoi (East Indian food)	403-926-3650 www.ranisrasoi.ca
Fork & Farm Catering	403-457-9931 www.forkandfarmcatering.com
An Affair to Remember	403-245-5774 www.anaffair.com
Greats Events	403-256-7150 www.gourmet2gocatering.ca
Mobile Espresso & Nitro Bar (not full catering)	403-999-7275 roastcoffeeandtea.ca
Cowtown Beef Shack	587-215-1008 www.cowtownbraggcreek.com
Distinctive Catering Inc.	403-256-4380 www.distinctivecatering.ca
Rocky Mountain BBQ Catering	403-651-9926 www.rockymountainbbq.ca
Rusty Spur Catering	403-813-5052 www.rustyspurcatering.com

Local Accommodations

Azuridge Estate Hotel	www.azuridgehotel.com
Bragg Creek Area Campgrounds	www.bckor.ca/bragg-creek-campgrounds.html
Bragg Creek Bed & Breakfast (Bragg Creek)	www.braggcreekbedandbreakfast.com
Craftsman House B&B (Bragg Creek)	www.craftsmanhouse.ca
Evergreen Country B&B (Priddis)	www.evergreencountry.com
Folk Tree Lodge (Bragg Creek)	www.folktreelodge.ca
Kruger's Guest House Accommodation (Bragg Creek)	www.krugersguesthouse.com
Moose Mountain Horseback Adventures (13km south of Bragg Creek)	www.paktrips.ca
Redwood Meadows B & B (Redwood Meadows – 2 rooms)	www.redwoodmeadowsbedandbreakfast.com
Riverside Chateau Boutique Hotel (Bragg Creek)	www.riversidechateau.com

Local Businesses

<p>Wedding Officiators</p> <p>Weddings to Bragg About 403-949-4235 www.weddingstobraggabout.ca</p>	<p>Wedding Planners</p> <p>Rocky Mountain Weddings 403-760-2933 www.rockymountainweddings.com</p>
<p>Photo Booth / Game Rentals</p> <p>Carnivals at Heart 403-293-3294 www.carnivalsatheart.com</p>	<p>Liquor Licence / Liquor Sales</p> <p>Creekers Liquor 403-949-2497 Spirits West 403-949-4235</p>

