

Royal Colwood Golf Club

CATERING PACKAGE

2021



Come for the Royal Experience

Royal Colwood Golf Club | 629 Goldstream Avenue Victoria BC V9B 2W9 Canada | 250-478-8331

- PRICES ARE SUBJECT TO 18% GRATUITY AND APPLICABLE TAXES -

Life is too short for an ordinary event,

COME FOR THE ROYAL TREATMENT

Thank you for considering Royal Colwood Golf Club as the host venue for your special event. With our outstanding clubhouse services, we are confident that your dream event can be a reality.

Royal Colwood Golf Club is a private golf club located in Victoria, British Columbia, Canada. Designed by Arthur Vernon Macan in 1913, Royal Colwood is a traditional style parklands championship course set amongst 450 year old Douglas firs and majestic Garry oaks. One of a select few in the world, Royal Colwood received its Royal designation from King George V in 1931.

The membership of Royal Colwood comes from all walks of life, united by their common love for the grand old game of golf. At Royal Colwood we are driven to provide our members and guests the highest possible hospitality standards. Our culinary team is committed to providing the freshest ingredients all beautifully prepared and presented to your guests. This catering package is designed to enable you to plan a successful event at one of BC's premiere private golf clubs. Together we will design an event that meets your goals while exceeding the expectations of your guests.

After reviewing the package please feel free to contact myself at your convenience to discuss the availability of dates and to answer any questions that you may have.

Sincerely,

Paul Kenno
Food & Beverage Manager
(250) 478-8331 ext. 253
p.kenno@royalcolwood.org



CATERING & WEDDING SERVICES

Complimentary Offerings

Guest Tables

- Table Linen in a Variety of Colours
- Skirted Gift Table, Head Table, DJ Table, Guest Book Table, etc.
- Mirrors to Enhance your Centrepiece
- Votive Candle Holders and Oil Tea Lights
- Table Number Stands
- Cutlery, Plate-ware and Glassware

Equipment and Services

- Podium and Cordless Microphone
- Satellite Radio Background Music
- Easels for Seating Charts and Pictures
- Outdoor Patio and Furniture
- Free Parking for your Guests
- Scenic Outside Area for Photos



Additional Services

- Portable Wooden Dance Floor - \$500



ROOM RATES

The Dunsmuir Room | \$250

The Dunsmuir room, which has its own entrance, is our room which works as a buffet room, a dance floor and a banquet room. It can comfortably accommodate up to 48 people and boasts a bay window looking over the fourth hole green and fifth tee.

The Sayward Room | \$350

This is our most popular banquet facility, it includes the bar located adjacent to the Eileen Anderson room and also connects via partition wall to the Eileen Anderson Room and Dunsmuir Room. It can accommodate up to 64 people for a sit down meal. The Sayward room also features a floor to ceiling arch window and opens to the spacious patio overlooking the immaculate golf course.

The Eileen Anderson Room | \$500

This room is one half of our full-sized banquet room. It is suitable for a sit down meal for up to 56 guests. Our bar is located directly in front of it and the room opens onto a patio with spectacular views of the the golf course.

The Entire Clubhouse | \$1000

For larger groups, it is possible to open all partition walls connecting the Eileen Anderson, Sayward and Dunsmuir rooms to be enjoyed as one large space. This area is suitable for a dinner/dance for up to 125 guests, and up to 175 for a cocktail reception. It opens to the patio with spectacular views of the golf course and Colwood Lake.

Ceremony Fee

All **outside** ceremonies will be subject to a \$1000 location rental fee. **Inside** ceremonies are also available for groups of 75 or less for a \$500 service charge. If an intermission is planned to take place during your ceremony and reception, please see our catering manager for appetizer and average packages or full list of destinations your guest may enjoy in the surrounding area.

Member Functions

If you are a member of the Royal Colwood Golf Club or an immediate family member of someone who is, please contact the Catering department for your member room rates.



BREAKFAST BUFFET SELECTIONS

Prices are Per Person

RCGC Continental | \$15 (Minimum of 10 Guests)

- Assorted Chilled Juices
- Assorted Muffins, Croissants, Pastries and Scones
- Assorted Selection of Fruit Jams, Marmalade and Butter
- Seasonal Fresh Fruit Platter
- Freshly Brewed Regular Coffee, Decaffeinated Coffee and Tea

AV Macan Breakfast | \$25 (Minimum of 20 Guests)

- Assorted Chilled Juices
- Assorted Muffins, Croissants, Pastries and Scones
- Assorted Selection of Fruit Jams, Marmalade and Butter
- Seasonal Fresh Fruit Platter
- Scrambled Eggs
- Bacon and Sausages
- Garlic and Onion Potato Hash Browns
- Freshly Brewed Regular Coffee, Decaffeinated Coffee and Tea

Breakfast Buffet Enhancements

- Eggs Benedict | \$6 pp
- Chicken Breast with Maple Pecan Glaze | \$8 pp
- Salmon with Bernaise Sauce | \$9 pp
- Carved Ham | \$8 pp

Plated Breakfast | \$20 (COVID Friendly)

- Scrambled Eggs
- Bacon
- Hashbrowns
- Toast
- Fruit
- Fresh Coffee, Decaffeinated Coffee and Tea



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LUNCH BUFFETS

Prices are Per Person

Sayward Picnic | \$25 (Minimum of 10 Guests)

- Soup of the Day (Chef Selection)
- Selection of Gourmet Sandwiches and Wraps
- Organic Field Greens with House-Made Vinaigrette
- Pickle Tray
- Assorted Dessert Squares
- Freshly Brewed Regular Coffee, Decaffeinated Coffee and Tea

Gourmet Burger BBQ | \$27 (Minimum of 20 Guests)

- Mixed Greens Salad
- Classic Caesar Salad
- German Potato Salad
- Vegetable Platter & Herb Dip
- From the BBQ: Beef Burgers, Chicken Breast and Veggie Burgers
- Brioche Buns
- Assorted Condiments
- Assorted Desserts
- Freshly Brewed Regular Coffee, Decaffeinated Coffee and Tea

Pasta Bar | \$30 (Minimum of 20 Guests)

- Focaccia Bread
- Classic Caesar Salad
- Arugula, Tomato and Bocconcini Salad
- Linguine with Pesto and Vegetables
- Penne with Meat Sauce
- Tiramisu
- Seasonal Fruit Platter
- Freshly Brewed Regular Coffee, Decaffeinated Coffee and Tea



MACAN LUNCH BUFFET

Minimum of 30 Guests | \$35

Fresh Baked Artisan Bread and Whipped Butter

House Salads

- Artisan Greens with House Dressings
- Greek Salad
- Macaroni Salad
- Chickpea and Grilled Vegetable Salad
- Spicy Asian Greens and Chickpea Salad

Pickle Tray

Roasted Nugget Potatoes

Seasonal Vegetables

Hot Entrees | Choice of 1

- Smoked Pork Loin with Mustard Sauce and Pears
- Baked Salmon with Parsley Caper Butter Sauce
- Roasted Chicken on the Bone with Pesto Cream
- Slow Roasted Beef with Pearl Onions and Mushrooms

Dessert

- Assorted Dessert Squares
- House Baked Cookies
- Fruit Platter
- Assorted Teas, Freshly Brewed Regular and Decaffeinated Coffee



ALL DAY MEETING PACKAGE

Prices are Per Person | \$45

Continental Breakfast | 7:00AM - 9:00AM

- Assorted Fresh Juices
- Assorted Fresh Breakfast Pastries
- Seasonal Fresh Fruit Platter
- Freshly Brewed Regular and Decaffeinated Coffee

Coffee Break | 10:00AM

- Assorted Scones
- Freshly Brewed Regular and Decaffeinated Coffee

Lunch | 12:00PM - 2:00PM

- Soup of The Day (Chef Selection)
- Selection of Gourmet Sandwiches and Wraps
- Organic Field Greens, House-Made Vinaigrette
- Potato Salad
- Assorted Dessert Squares
- Freshly Brewed Regular and Decaffeinated Coffee

Coffee Break | 3:00PM

- Assorted Cookies
- Freshly Brewed Regular and Decaffeinated Coffee



PREMIERE PLATED MENUS

All Dinners served with Bread, Butter, Coffee and Tea

Plated Menu

Choice of Soup or Salad

Roasted Tomato & Basil Soup

Or

Cream of Broccoli

Or

Garden Salad with Balsamic Dressing

Or

Caesar Salad

Choice of Entree

Chicken Stuffed with Bocconcini in a Red Pepper Cream Sauce with Potato Rosti & Grilled Asparagus

\$55

Mustard Crusted Salmon on Celery Root Puree with Julienne Vegetables in a Taragon Beurre Blanc

\$60

Beef Tenderloin in a Red Wine Reduction, Potato Pave & Green Beans

\$70

Choice of Dessert

Frozen Chocolate Hazelnut Mousse

Or

Vanilla Creme Brûlée with Berry Compote

NOTE:

All menus are customizable, if you do not see what you are looking for, please request pricing for your custom menu.



GALA DINNER BUFFET

Minimum of 40 Guests | \$48

Fresh Baked Bread and Whipped Butter

Artisan Greens with House Made Dressings

Pickle and Olive Tray

Choice of Three Salads

- ✦ Caesar Salad with Croutons and Parmesan Cheese
- ✦ Spinach, Arugula Strawberry Salad
- ✦ Classic Potato Salad
- ✦ Spanish Rice and Shrimp Salad
- ✦ Couscous Salad
- ✦ Greek Salad
- ✦ Spicy Asian Greens and Chickpea Salad

Choice of Two Hot Entrees

- ✦ Roasted Chicken Breast with Herb Cream Sauce
- ✦ Tandoori Marinated Pork Tenderloin with Apricot and Yogurt Raita
- ✦ Tempura Snapper with Miso Mirin Glaze
- ✦ Cannelloni Filled with Spinach and Ricotta Cheese in a Pesto Cream Sauce
- ✦ Salmon with Lemon Caper Beurre Blanc

Herb Roasted Nugget Potatoes

Mixed Seasonal Vegetables

Royal Colwood Sweet Table

- ✦ Selection of Dessert Cakes, Pies, Squares
- ✦ Fresh Seasonal Sliced Fruits
- ✦ Freshly Brewed Regular and Decaffeinated Coffee and Teas



ROYAL DINNER BUFFET

Minimum of 40 Guests | Pricing Based on Selection

Fresh Baked Bread and Butter

Artisan Greens with House Made Dressings

Pickle and Olive Tray

Charcuterie Platter

Smoked and Marinated Seafood Platter

Choice of Three Salads

- Caesar Salad with Croutons and Parmesan Cheese
- Spinach, Arugula Strawberry Salad
- Classic Potato Salad
- Couscous Salad
- Greek Salad
- Spicy Asian Greens and Chickpea Salad

Choice of Two Hot Entrees

- Roasted Chicken Breast with Herb Cream Sauce
- Tandoori Marinated Pork Tenderloin with Apricot and Yogurt Raita
- Tempura Snapper with Miso Mirin Glaze
- Cannelloni Filled with Spinach and Ricotta Cheese in a Pesto Cream Sauce
- Salmon with Lemon Caper Beurre Blanc

Herb Roasted Nugget Potatoes

Mixed Seasonal Vegetables

Choice of One Chef Attended Entrees

- Slow Roasted AAA Beef Outside Round with Red Wine Jus - **\$65**
- Herb Rubbed Lamb Leg with Minted Jus - **\$70**
- Slow Roasted AAA Prime Rib with Red Wine Jus - **\$75**
- AAA Beef Tenderloin with Red Wine Jus - **\$90**

Royal Colwood Sweet Table

- Selection of Dessert Cakes, Pies, Squares
- Fresh Seasonal Sliced Fruits
- Freshly Brewed Regular and Decaffeinated Coffee and Teas



COCKTAIL RECEPTIONS

Minimum of 2 Dozen of Each Selection

Hot Hors d'Oeuvres

- Roasted Beef Strip Loin in Mini Yorkshire Puddings with Red Wine Jus | **\$36**
- Ginger and Soya Chicken Satays with Spicy Peanut Dipping Sauce | **\$36**
- Feta Stuffed Spanakopita with Fresh Dill Tzatziki | **\$24**
- Cajun Snapper in Mini Tortilla Cup with Black Bean Salsa | **\$30**
- Crab Cakes with Saffron Aioli | **\$30**
- Tempura Prawns | **\$36**

Cold Canapés

- Skewers of Cherry Tomatoes, Basil and Bocconcini | **\$24**
- Chicken Salad on a Wonton Crisp with a Mango Chutney | **\$30**
- Vietnamese Salad Rolls with Peanut Sauce | **\$30**
- Smoked Salmon on Rye Crips with Lemon Cream Cheese | **\$30**
- Prosciutto Wrapped Melon with Mint | **\$30**
- Tomato Bruschetta on Crostini | **\$24**

CHEF ATTENDED FOOD STATIONS

Prices are Per Person | Minimum of 20 Guests

Smoked Striploin Station | \$18

Mini Pretzel Buns, Horseradish, Chutneys and Condiments

Mashed Potato Bar | \$14

Bacon Bits, Sour Cream, Scallions, Cheddar, Shrimp, Stilton, Thai Green Curry Sauce, Beer Braised Onions and Chili

Sautéed Prawn Stations | \$16 (5 Per Person)

Chopped Garlic, Butter, White Wine, Herbs, Diced Tomatoes and Baguettes

Oyster Station | \$15 (6 Per Person)

Fresh Local Oysters, Mignonette, Hot Sauce, Lemon and Horseradish



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BUFFET AND RECEPTION ENHANCEMENTS

Prices are Per Person

Chips and Salsa | \$4

Fresh Tomatoes, Onions, Jalapeños, Bell Peppers, Lime Juice and Cilantro served with Tortilla Chips

Antipasto Platter | \$5

Grilled Vegetables, Pickles, Relishes and Olives with Fresh Breads and Crackers

Spinach and Artichoke Dip | \$4

Spinach and Artichokes with Roasted Garlic and Cream Cheese served with Tortilla Chips

Crudité and Dip | \$4

Fresh Cut Vegetables with Ranch Dip

Cheese Platter | \$8

Imported & Domestic Cheeses served with Assorted Crackers and Fruit Garnish

Charcuterie Platter | \$8

Smoked and Cured Meats with Mustards and Chutneys

Seafood Platter | \$10

Marinated Saltspring Island Mussels, Clams, Oysters on the Half Shell, Chilled Prawns & Crab Legs with Assorted Dips

Dessert Buffet | \$10

Chocolate Fountain with Fresh Fruits, Cream Puffs, Brownies, Marshmallows, Dessert Squares and Mini Cheesecakes

Fresh Fruit | \$6

Seasonal Sliced Fruit Tray



CELEBRATION OF LIFE PACKAGE

Prices are Per Person | \$25

Finger Sandwiches | (3 Per Guest)

- Multi Grain, Rye, & Cranberry Sourdough
- Ham with Dijon
- Turkey with cranberry
- Egg Salad
- Roast Beef & Horseradish Mayo
- Grilled Vegetable with Tomato Relish

Pickles & Relishes

Fresh Crudités Vegetable Medley and Herb Dip

Spinach and Artichoke Dip with Fresh Tortilla Chips

Assorted Mini Squares & Fresh Cookies

Fresh Sliced Fruit Platter

Freshly Brewed Regular and Decaffeinated Coffee and Teas



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BAR SERVICES

Bar Services Packages

Hosted Bar

Host Pays for Drinks According to Individual Prices | Based on Consumption

Cash Bar

Guests Purchase Individual Drinks from the Bar | All Listed Beverages will be Available

Ticketed Bar

Guests are Provided with Drink Tickets | Host Pays for Tickets Redeemed at Bar According to Individual Prices

Subsidized Bar Package

Guests Pay a Set Price per Beverage | Host Pays the Balance

Bar Options

Punches | 4 Litres Serves Approximately 75 Glasses

Non-Alcoholic Punch | **\$50 (4L)**

Champagne Punch or Alcoholic Punch with your choice of Vodka, Gin, or Rum | **\$100 (4L)**

Alcoholic Beverages

Highballs | **\$5.75**

Cocktails | **\$6.50**

Domestic Beer: Bottle & Draft | **\$6.50**

Craft & Import: Bottle & Draft | **\$7.75**

Ciders (Apple, Peach & Pear) | **\$6.00**

House Wine by the Glass Starts at | **\$6.50**

Bottles of Wine Start at | **\$29**

Non-Alcoholic Beverages

Fountain Soft Drinks & Juice | **\$3.00**

Bottled Water/Pop | **\$2.50**

Bottled Minute Maid Juices | **\$3.50**

Perrier 250ml | **\$3.50**

San Pellegrino 1L | **\$8.00**

Unlimited Non-Alcoholic Fountain Drinks | **\$3.00**

*entire party must select this option



Wine, Sparkling Wines and Champagne

List Available Upon Request



MISCELLANEOUS FEES

Room Rental

Room rentals apply for all private functions. If you are a member of the Royal Colwood Golf Club or an immediate family member of someone who is, please contact the Catering department for your member room rates.

AV Fees

Audio Visual Package - (Includes Screen, Projector, Podium, & Wireless Microphone) - \$100

Podium & Microphone - (Includes Wireless Microphone & Lapel Mic) - \$50

Screen, Projector, & Laptop - \$50

Secondary Screen & Projector (Laptop not Included) - \$50

New

Owl Labs - Meeting Pro

360 Degree Smart Audio Conference Camera - \$100

Entandem Fees

Re:sound & SOCAN Fees

Applicable Fees Apply for Music Licensing for your private event.

1 - 100 People No Dance \$29.81

100 - 200 People No Dance \$42.86

1 - 100 People with Dancing \$59.64

101- 200 People with Dancing \$85.50

Cake Cutting & Plating Fees

Specialty cakes served at the Royal Colwood Golf Club must be purchased from a licensed bakery, please inform the catering department to allow for preparation. The Royal Colwood Golf Club is happy to provide you plates & cutlery to self serve the cake to your guests. If you require the kitchen to cut & plate the cake, a \$2 fee person applies.

Applicable Tax & Gratuity

An 18% service charge applies to all food, beverage, & labour fees. 10% Liquor Tax applies on all alcohol purchases, & 5% GST applies to all charges.

CLUB POLICY

Cell Phone Policy

The use of cellular phones for verbal communication and use of laptop computers are not permitted in any of the public dining areas, including the Macan Lounge. A house phone is available for your use on the upper floor of the clubhouse.

Dress Code:

The following apparel is not allowed anywhere, anytime on the premises: clothing items that are ripped, torn, stained or acid-washed, all headgear, including hats and visors in the upstairs areas. The management and staff of Royal Colwood Golf Club are empowered by the Board of Directors to enforce these Rules of Conduct as well as Dress Code. Anyone found contravening these rules will be refused entry or asked to leave the clubhouse. We thank you for your cooperation in passing this information on to your guests to avoid any confusion.

Booking Guidelines

Once you have decided to hold your private or corporate event at Royal Colwood Golf Club, we offer you the following guidelines:

Secure a Date for the Event:

In order to do this, we require a signed contract and a non-refundable deposit between \$250.00 to \$1,000.00 depending on the event. Functions will not be secured until the deposit and signed contract are received. Payment can be made via cash, debit, or cheque or credit card.

Decide on Food and/or Beverage Requirements for this Event:

All food and beverage charges are subject to applicable taxes and service charges. Please be advised all taxes are calculated on top of the gratuity as this is a mandatory service charge. Final menu selection must be arranged with the Catering Office no later than 7 days prior to the event date.

Guarantee the Number of Guests Attending the Event:

The minimum guarantee of attendees is required no later than 3 days (72 hours) prior to the event date. Payment can be made via cash, debit, credit card or cheque. The actual charge for the event will be the minimum number guaranteed or the actual number of guests, whichever is higher. If a guaranteed number is not received, the contracted expected number will be the amount billed.

Final Payment:

Final payment becomes due immediately following your event. Invoices will be issued (either via email, mail or both) no later than the end of the calendar month on which your event was held, and you will have 30 days to complete payment before interest is charged. Late payments are subject to a 2% per month interest charge. Payment can be via cash, debit, credit card or cheque.

TERMS AND CONDITIONS

Deposits

A confirmation non-refundable or transferable deposit is required to confirm booking of the event. The date requested will not be finalized until the deposit and contract are received. Payment can be made via cash, debit, credit card or cheque. Upon signature of the contract and receipt of this deposit, the event shall be considered confirmed. All costs associated with the function including extraordinary clean up or damage is the responsibility of the organizer or member and will be applied to the final bill.

Confirmations

A guaranteed number of guests is required 2 business days prior to your event (48 hours prior). The guaranteed number is not subject to reduction. On the day of an event, a headcount will be conducted. If there is a discrepancy in the number of guests attending, we shall deem the larger number correct.

Menu Selection

All catering services, including food and beverage, must be provided by RCGC. Exceptions may apply to services that the club cannot offer (i.e. Wedding Cakes). These services may be subject to a surcharge. One menu selection is required for all guests. Limited dietary substitutions may be made upon prior requests. These requests must be forwarded to the catering department no later than one-week before the event.

Final menu selection must be arranged with the catering office no later than 7 days prior to the event date. RCGC will provide food for the guaranteed number of guests plus 10% up to the maximum seating capacity of the room. All prices are subject to change up to 90 days before the actual event.

Payment Terms

An approximate guarantee of attendees is required 7 days before the event. The actual charge for the event will be the minimum number guaranteed or the actual number of guests, whichever is greater. Final payment becomes due immediately following the event. Invoices will be issued (either via email, mail or both) no later than the end of the calendar month on which your event was held, and you will have 30 days to complete payment before interest is charged. Late payments are subject to a 2% per month.

Service Charges and Terms

All services are subject to applicable taxes unless otherwise stated. All food and beverage is subject to an 18% service charge, 5% GST on food and a 10% liquor tax.



TERMS AND CONDITIONS

Alcoholic Beverages

All alcoholic beverages are to be supplied by the RCGC, any liquor purchased off site and brought onto Royal Colwood Golf Club premises will be subject to a **\$500.00 fine**.

Health Regulations

Health regulations and the Provincial Liquor Act prohibit the removal of food or alcohol during or after a function by the organizer or guests.

Function Room

RCGC reserves the right to provide an alternate function space that is best suited for the group should the number of guests differ from the contracted number.

Decorating

The RCGC catering department must approve any signage or decorations before they are displayed. The use of nails, tacks or any other damaging hanging device is strictly prohibited as is the use of confetti. Please be advised that the times designated on your contract are politely enforced. All decorations and decorators must be vacated no later than one hour past the designated end time.

If staff is required to remove chair covers following an event, a surcharge of \$1.00 per chair will be applied. RCGC reserves the right to charge accordingly for any broken items or damages to the clubhouse. RCGC is not responsible for any decorations/items left behind following an event. Please also note any items left behind one week following the event will be disposed of.



CATERING CONTRACT

Acknowledgement

I have read and agree to all Terms & Conditions of the Royal Colwood Golf Club Catering Contract. I agree to the use of my credit card as required for payment of my account at Royal Colwood Golf Club.

Guest(s) Name

Guest(s) Signature

Credit Card Number & Expiry Date & CVV

\$ _____
Deposit Amount

Event Details

Event Date, Time & Function Type

_____ \$: _____ #'s: _____
Room Name(s) Room Rate Number of Guests

Date Confirmed (RCGC Signature)

Guest Information

Mailing Address: _____

City/Province: _____ **Postal Code:** _____

Phone _____ **Cell Phone:** _____

Email _____

