

2023

# MEETING AND EVENT PLANNER



**BRANTFORD'S ONLY FULL-SERVICE  
HOTEL AND CONFERENCE CENTRE**

November 2022

## Meetings

Our Executive Chef will be happy to customize a menu to accommodate your needs.  
Served in your meeting room without interruption.

### Coffee Break à la Carte

- Assorted Teas** \$2.75 per individual bag
- Coffee** \$28.00 15-17 cup pot / \$90.00 50 cup urn
- Assorted soft drinks** \$2.25 per can
- Bottled juice** \$2.50 per bottle
- Bottled water** \$2.25 per bottle
- Perrier water** \$3.50 per bottle
  
- Freshly baked cookies** \$20.00 per dozen
- Muffins or assorted pastries** \$2.75 each
- Croissants** \$2.75 each
- Bagels and cream cheese** \$3.75 each
- Granola bars** \$2.25 each
- Chocolate bars** \$2.50 each
- Bag of chips** \$2.25 each

### The Corporate classic

- Upon arrival:** Coffee, tea, juice and assortment of breakfast pastries, butter and preserves
  - Mid morning:** Coffee and tea refresh
  - Working Lunch:** Pasta salad, assorted Kaiser bun sandwiches, assorted squares, coffee, tea and soft drinks
- \$35 per person (maximum 25 people)

### The Healthy Break

- Assorted granola bars
  - Fresh fruit skewers, mixed yogurts
  - Assorted juice
  - Coffee & tea
- \$15 per person (minimum 10 people)

### The Kick Start Break

- Assorted chocolate bars and bags of chips
  - Freshly baked cookies
  - Assorted soft drinks
  - Coffee & Tea
- \$16 per person (minimum 10 people)

### The Tea Time Break

- Assorted muffins and croissants
  - Banana bread and Danishes
  - Coffee & Tea
- \$15 per person (minimum 10 people)

### The Fun Executive

- Upon arrival:** Coffee, tea, juice and assortment of breakfast pastries, butter and preserves
  - Mid morning:** Coffee and tea refresh
  - Working Lunch:** Caesar salad, pepperoni pizza, brownies, coffee, tea and soft drinks
- \$35 per person (maximum 25 people)

## The Breakfast Menu

### The Morning Country Buffet

Scrambled eggs, bacon or breakfast sausage, home fries, croissants, assorted breakfast pastries, fruit salad, coffee, tea, assorted juice, butter and preserves  
\$21 per person (minimum of 30 people)

### The Brant Breakfast

Served plated consisting of scrambled eggs, two slices of bacon, home fries, and a croissant.  
Includes coffee or tea and juice.  
\$19 per person

### The Early Riser

Assorted breakfast pastries, fruit salad, coffee, tea, assorted juice, butter and preserves  
\$14 per person

### The Deluxe Continental

Assorted muffins and breakfast pastries, fruit salad, mixed yogurts, granola topping, coffee, tea, assorted juice, butter and preserves  
\$19 per person (minimum of 10 people)

Prices listed are subject to 13% HST and 15% Service Fee.

**Best Western Brantford Hotel & Conference Centre**

19 Holiday Drive, Brantford ON N3R 7J4 [bestwesternbrantford.com](http://bestwesternbrantford.com)

November 2022

## Lunch Plated Menu

Our Executive Chef will be happy to customize a menu to accommodate your needs.  
Plated lunches are priced per person. Served between 11am and 3pm.  
All plated lunches include dinner rolls and butter, Convenors pick of appetizer, starch, chef's vegetables, entrée, dessert served with coffee and tea.

### Selection of Appetizer

Please choose one salad or soup:

**Spinach Salad** with dried cranberries, toasted almonds, feta cheese and balsamic vinaigrette

**Classic Caesar Salad** with romaine lettuce, garlic croutons, bacon and parmesan cheese

**Garden Salad** with mixed greens, tomato, Bermuda onion, cucumber and your choice of dressing

**Greek Salad** with tomato, cucumber, feta cheese

#### Soups

**Minestrone**

**Cream of Broccoli**

**Beef Barley**

**Tomato Basil**

**Roasted Red Pepper**

**Cream of Mushroom**

### Selection of Side

Please choose one starch and one vegetable:

**Roasted Potatoes**

**Creamy Whipped Potatoes**

**Roasted Garlic Mashed**

**Rice Pilaf**

**Chef's Seasonal Medley**

**Green Bean Almondine**

**Glazed Carrots**

**Sweet Kernel Corn**

**Prince Edward Classic Blend**

### Selection of Entrée

#### CHICKEN PARMESAN

Served with pasta marinara (no potato) \$27

#### PARMESAN PEPPERCORN CRUSTED CHICKEN

Served with white wine cream sauce \$28

#### BAKED CHICKEN BREAST

Select one sauce: Mushroom tarragon, tomato chutney, Dijon cream, garlic basil, garlic cream, lemon herb cream, or asparagus cream \$26

#### PORK TENDERLOIN

Tenderloin, sliced and served with Dijon sauce \$26

#### ROAST TOP SIRLOIN

Slow roasted AAA Roast Beef with gravy \$28

#### PRIME RIB OF BEEF

Served au jus \$41 Add Yorkshire \$2

#### BEEF TENDERLOIN

6oz filet grilled medium rare \$40

#### QUINOA PEPPER

Half a pepper topped with quinoa marinara \$25

### Selection of Decadent Desserts

Please choose one:

**Chocolate Brownie** with chocolate sauce and whipped cream ~ à la mode add \$1.50

**Warm Apple Blossom** with caramel sauce and whipped cream ~ à la mode add \$1.50

**Baked Pie** Pumpkin, Blueberry, Apple, Cherry or Lemon Meringue ~ à la mode add \$1.50

**Mousse** Chocolate, Strawberry or Vanilla

### Enhanced Experience

Additional courses priced per person

**Cheese or Meat Cannelloni** \$4 for 1pc /\$8 for 2pc

**Penne Marinara** \$3.00

**Soup and Salad** \$3.25

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November 2022

## Lunch Buffet Menu

Our Executive Chef will be happy to customize a menu to accommodate your needs. Private lunch buffets are served for a minimum of 30 guests and are priced per person.

### Tasty Lunch Buffet

All lunch buffets include dinner rolls and butter, garden salad, pasta salad, coleslaw, bean salad, vegetable platter, Chef's hot seasonal vegetable medley, oven roasted potatoes, an entrée selection as listed below, assorted decadent squares and a presentation of fresh fruit served with coffee and tea.

#### ROAST TOP SIRLOIN

Slow roasted top sirloin,  
sliced and served au jus

\$30

Add Personal Carver \$150

#### PORK LOIN

Roast tenderloin sliced and  
served with a Dijon sauce

\$27

#### CHICKEN BREAST

Choose one sauce:

Mushroom Cream,

White Wine Cream,

Princess, Scarpara,

Butter Chicken (with rice)

Florentine \$28

#### ROAST CHICKEN

9 cut chicken on the bone with  
your choice of sauce

Honey Garlic, Thai Garlic, BBQ,

Lemon Herb

\$25

#### CHICKEN PARMESAN

Panko crusted chicken with  
marinara sauce

\$29

#### DELI BUFFET

Assorted Kaiser Bun

Sandwiches \$24

(does not include potato or vegetable)

#### LASAGNA

Choose one:

Bolognese or Vegetable Cream \$25

(does not include potato)

### Enhance Your Buffet

Priced per person

**Cabbage Rolls** \$5.25

**Bolognese Lasagna** \$4.25

**Soup Du Jour** \$3.25

**Roast BBQ Chicken** \$4.50

**Decadent Cakes** \$4.00

**Crab Pasta Salad** \$2.75

**Quinoa Salad** \$2.50

**Potato Salad** \$2.25

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November 2022



# Cocktail Party

## Cold Canapés

\$30 per dozen, per item

Melon and Prosciutto Kabobs  
Bruschetta Parmesan Crostini  
Caprese Skewer  
Deviled Eggs  
Cucumber Dilled Cream Cheese  
Chicken Salad in Cherry Tomatoes  
Baba Ganouj Pita Crisps  
Chicken Antijitos  
Wild Mushroom Goat Cheese Crostini

## Gourmet Hors d'Oeuvres

\$55 per dozen, per item

Arancini with House made Tomato Sauce  
Smoked Salmon on Pumpernickel Crostini with Dilled Cream Cheese  
Crab Stuffed Mushrooms  
Beef Skewers wrapped in Bacon & Gorgonzola  
Brie Crostini with Preserves  
Crab Cakes with Lemon Aioli  
Shrimp and Scallop Skewers \$72  
Prime Rib Sliders with Caramelized Onions

## Sandwich Tray

A selection of roast beef, turkey, ham, egg salad, tuna salad and vegetarian, served on white and whole wheat bread, cut in quarters.

Small ~ 15 sandwiches \$75

Large ~ 25 sandwiches \$125

## Hot Hors d'Oeuvres

\$35 per dozen, per item

Vegetable Spring Rolls  
Coconut Shrimp  
Beef Satays  
Chicken Satays  
Honey Sriracha Chicken Skewer  
Thai Meatballs  
Mini Quiches  
Spanakopita  
Vegetarian Samosa  
Torpedo Shrimp  
Goat Cheese Popper

## Cheese Tray

A selection of domestic and imported cheese served with assorted crackers

Small ~ serves approximately 15 \$75

Large ~ serves approximately 25 \$125

## Fruit Tray

Seasonal fruit, cut and displayed.

Small ~ serves approximately 15 \$65

Large ~ serves approximately 25 \$110

## Sweet Tray

Assorted decadent squares, mini tarts and our famous freshly baked cookies.

50 pieces \$95

## Vegetable Tray

Crisp seasonal vegetables served with ranch dip.

Small ~ serves approximately 15 \$65

Large ~ serves approximately 25 \$105

## Wrap or Kaiser Tray

A selection of roast beef, turkey, ham, egg salad, tuna salad and vegetarian

Small ~ 15 wraps or Kaisers \$105

Large ~ 25 wraps or Kaisers \$175

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November 2022



# Dinner Plated Menu

Our Executive Chef will be happy to customize a menu to accommodate your needs. Plated dinners are priced per person and include dinner rolls and butter, convenors choice of one appetizer, one entrée with choice of two sides, one dessert and coffee and tea service.

## Selection of Appetizer

Please choose one salad or soup:

**Spinach Salad** with dried cranberries, toasted almonds, feta cheese and balsamic vinaigrette

**Classic Caesar Salad** with romaine lettuce, garlic croutons, bacon and parmesan cheese

**Garden Salad** with mixed greens, tomato, red onion, cucumber and your choice of dressing

**Greek Salad** with tomato, cucumber, feta cheese

### Soups

**Broccoli Cheddar**

**Minestrone**

**Potato Leek**

**Butternut Squash**

**Tomato Basil**

**Roasted Red Pepper**

## Selection of Side

Please choose one starch and one vegetable:

**Roasted Red Jacket Potatoes**

**Creamy Whipped Potatoes**

**Roasted Garlic Mashed**

**Rice Pilaf**

**Sweet Potato Mash**

**Seasonal Medley**

**Sweet Kernel Corn**

**Green Bean Almondine**

**Glazed Carrots**

## Selection of Entrée

### QUINOA STUFFED PEPPER

Topped with marinara sauce \$39

### PARMESAN PEPPERCORN CRUSTED CHICKEN

Served with white wine cream sauce \$42

### CHICKEN PRINCESS

Served with an asparagus cream sauce \$42

### SPINACH & ASIAGO STUFFED CHICKEN

Served with a white wine cream sauce \$45

### ATLANTIC SALMON

With citrus chive beurre blanc \$44

### ROAST TOP SIRLOIN

Slow roasted AAA Roast Beef with gravy \$42

### PRIME RIB ROAST

Served au jus \$47 Add Yorkshire pudding \$2

### BEEF TENDERLOIN

6oz filet grilled medium rare \$55

### PORK TENDERLOIN

Wrapped in bacon \$42

### ROAST TURKEY

White & dark meat with stuffing and turkey gravy \$43

## Selection of Decadent Desserts

**Ice Cream Crepe** with apple caramel sauce

**Mousse - Strawberry, Chocolate or Vanilla**

**Apple Blossom à la Mode**

**NY Cheesecake** topped with cherry, strawberry, caramel or chocolate sauce

**Black Forest Brownie** topped with vanilla ice cream and cherry chocolate sauce

## Enhanced Experience

Additional courses priced per person

**Cheese or Meat Cannelloni** \$4 for 1pc / \$8 for 2pc

**Penne Marinara** \$3.75

**Soup and Salad** \$3.25

**Amuse Bouche** Chef's choice \$2.75

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November 2022

## Dinner Buffet Menu

Our Executive Chef will be happy to customize a menu to accommodate your needs. Private dinner buffets are served for a minimum of 50 guests and are priced per person.

# Elegant Dinner Buffet

Dinner rolls and butter, Chef's selection of four salads, and hot seasonal vegetable  
Oven roasted potatoes, pasta scarpata,  
Conventor's main entrée selection as listed below, assorted decadent squares, presentation of  
fresh fruit, coffee and tea service.

### ROAST TOP SIRLOIN

Slow roasted top sirloin  
sliced and served au jus  
\$42  
Personal Carver \$175

### PRIME RIB ROAST

Our famous slow roasted prime  
rib, carved  
\$55  
With Yorkshire pudding add \$2

### CHICKEN SUPRÊME

Choose one sauce:  
Mushroom Cream,  
White Wine Cream,  
Princess, Scarpara,  
Florentine  
\$42

### ROAST TURKEY

Slow roasted white and dark  
meat served with turkey gravy  
and stuffing  
\$45

### PORK LOIN

Prosciutto-wrapped pork loin  
roasted with an apple chutney  
\$41

### CHICKEN PARMESAN

Panko crusted chicken breast with  
marinara sauce  
\$42

## Enhance Your Buffet

**Cabbage Rolls** \$5.25

**Decadent Cakes** \$4.75

**Bolognese Lasagna** \$4.25

**Crab Pasta Salad** \$2.75

**Vegetable Lasagna** \$4.25

**Caesar Salad** \$2.25

**Roast BBQ Chicken** \$4.25

**Anitpasto Platter** \$6.95

**Domestic Cheese Platter**  
\$4.75

**Seafood Station** \$14.95

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November 2022

Our Executive Chef will be happy to customize a menu to accommodate your needs.  
The perfect late-night compliment after a full dinner service.  
Midnight buffets are priced per person and served after 9 pm upon completion of a meal service.

# Buffet

## Midnight

### Midnight Picnic

Creamy coleslaw  
Potato salad  
Assorted cheeses and crackers  
Warm sliced top sirloin of beef  
Kaiser buns  
Coffee and tea \$25

### The After Glow

Potato salad  
Assorted deli meats  
Kaiser buns  
Condiments  
Vegetables and dip  
Coffee and tea \$19

### The Midnight Craving

Pepperoni pizza  
Tortilla chips & Salsa  
Coffee and tea \$19

### Antipasto Station

Assorted grilled vegetables  
European deli meats, mussels,  
imported and domestic cheeses \$27

### Poutine Station

French fries  
Cheddar cheese curds  
Rich beef gravy  
Bacon  
Green onions  
\$18

### Nacho Station

Tortilla chips  
Warm cheese sauce  
Chili  
Sour cream  
Salsa  
\$21

### Pasta Station

Bowtie Pasta  
Fusilli Pasta  
Marinara Sauce  
Bolognese Sauce  
Alfredo Sauce  
\$18

### Taco Bar

Soft & hard shelled tortilla  
Seasoned ground beef  
Shredded cheese & lettuce  
Diced tomatoes & onions  
Jalapeño peppers  
Salsa & sour cream  
\$25

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November 2022





# Weddings

at the Best Western Brantford Hotel & Conference Centre

## *CONGRATULATIONS ON YOUR ENGAGEMENT!*

Thank you for considering Best Western Brantford Hotel & Conference Centre for your wedding reception.

We invite you and your partner to celebrate your special day at our beautiful property. We can host an intimate event for 12, a sit down dinner for up to 500, or a cocktail party for up to 700.

Your guests will dine on fresh seasonally selected produce, premium meats and seafood as well as inspirational desserts.

Our event planner will assist with every detail to ensure worry-free planning. Our executive chef can specifically tailor any menu to meet your heart's desire.

Our decorators can transform our elegant banquet rooms into the backdrop of your dreams.

## Inclusive Wedding Package

Created to enhance your most memorable day

Professional event planner

Award winning executive chef

Beautifully appointed reception hall

LCD projector with screen

White chair covers

White or black table linen

Choice of napkin colour

Circulated fruit punch for guest arrival

2 bottles of house dinner wine per table

3 alcoholic beverages per guest

19 and over\*

Late night cake cutting, presented on platters

SOCAN and Re:Sound

Priced inclusive of tax and gratuity

Beautiful wedding suite for the bride & groom

Preferred rates on guest rooms



# Diamond Wedding Package

Priced per person, including tax and gratuity!

Let our wedding packages assist in making your special day worry-free.

All plated dinners include dinner rolls and butter, one appetizer, two sides, one entrée, one dessert, 3 domestic alcoholic beverages per guest, dinner wine, coffee and tea service.

## Selection of Appetizer

Please choose one salad or soup:

**Spinach Salad** with dried cranberries, toasted almonds, feta cheese and balsamic vinaigrette

**Classic Caesar Salad** with romaine hearts, garlic croutons, bacon and parmesan cheese

**Garden Salad** with mixed greens, tomato, Bermuda onion, cucumber and your choice of dressing

**Greek Salad** with tomato, cucumber, feta cheese

### *Soups*

**Broccoli Cheddar \* Butternut Squash \* Minestrone**

## Selection of Sides

Please choose one starch and one vegetable:

**Roasted Potatoes**

**Creamy Whipped Potatoes**

**Roasted Garlic Mashed**

**Rice Pilaf**

**Sweet Potato Mash**

**Steamed Seasonal Medley**

**Sweet Kernel Corn**

**Green Bean Almondine**

**Glazed Carrots**

## Selection of Entrée

### **QUINOA STUFFED PEPPER**

Topped with marinara sauce \$101

### **PARMESAN PEPPERCORN CRUSTED CHICKEN**

Served with white wine cream sauce \$101

### **CHICKEN PRINCESS**

Served with an asparagus cream sauce \$101

### **SPINACH & ASIAGO STUFFED CHICKEN**

Served with a white wine cream sauce \$105

### **ATLANTIC SALMON**

With citrus chive beurre blanc \$105

### **ROAST TOP SIRLOIN**

Slow roasted AAA Roast Beef with gravy \$101

### **PRIME RIB OF BEEF**

Served au jus with Yorkshire pudding \$110

### **BEEF TENDERLOIN**

6oz filet grilled medium rare \$118

### **PORK TENDERLOIN**

Wrapped in bacon \$101

### **ROAST TURKEY**

White & dark meat with stuffing and turkey gravy \$105

## Selection of Decadent Desserts

Please choose one:

**Ice Cream Crepe** with apple caramel sauce

**Mousse - Strawberry, Chocolate or Vanilla**

**Apple Blossom à la mode**

**NY Cheesecake** topped with cherry, strawberry, caramel or chocolate sauce

**Black Forest Brownie** topped with vanilla ice cream and cherry chocolate sauce

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# Beverage Service

## White Wine by the Bottle

Reif Estate White Sands Vidal/Riesling VQA (0) Ontario \$34  
Konzelmann Chardonnay VQA (0) Ontario \$34  
Konzelmann Riesling (1) Ontario \$40  
Pelee Island Pinot Grigio VQA (0) Ontario \$32  
Folonari Pinot Grigio (0) Italy \$43  
Yellow Tail Chardonnay (1) Australia \$40

## Red Wine by the Bottle

Konzelmann Merlot VQA (0) Ontario \$38  
Konzelmann Pinot Noir (0) Ontario \$38  
Pelee Island Cabernet VQA (0) Ontario \$34  
Masi Valpolicella (1) Italy \$42  
Yellow Tail Shiraz (1) Australia \$38  
Wolf Blass Yellow Level Cabernet Sauvignon (0) Australia \$41

## Cash Bar Service

Liquor - Premium Brands (per 1 oz.)	\$6.00
House Wine (per 5oz. glass)	\$6.00
Imported Wine (per glass)	\$8.00
Domestic Beer (per bottle)	\$6.00
Imported Beer (per bottle)	\$7.00
Liqueurs - Premium (per 1 oz.)	\$8.00
Liqueurs - Deluxe (per 1 oz.)	\$9+
Cooler (assorted)	\$7.00
Soft Drinks	\$2.50
Bottled Water	\$2.50

Above prices include tax, mixes, ice, glasses, & AGCO Licence. A service charge of \$150.00 will apply on cash bar set ups with sales less than \$300.00. All liquor pricing is subject to change without notice. Due to licensing requirements all liquor must be purchased and served by Best Western staff.

## Host Bar Service

Liquor - Premium Brands (per 1 oz.)	\$5.25
Domestic Beer (per bottle)	\$5.25
Imported Beer (per bottle)	\$6.25
Liqueurs - Premium (per 1 oz.)	\$7.00
Liqueurs - Deluxe (per 1 oz.)	\$7.50+
Coolers (assorted)	\$6.25
Soft Drinks (assorted)	\$2.25
Bottle Water	\$2.25
Juice	\$3.00

Wine is sold per bottle as prices above plus 15% Service Fee. The host bar prices above prices are subject to 13% HST and 15% Service Fee. Above prices include mixes, glasses, ice and AGCO Licence. A service charge of \$150.00 will apply on cash bar set ups with sales less than \$300.00.

Prices listed are subject to 13% HST and 15% Service Fee.

**Best Western Brantford Hotel & Conference Centre**

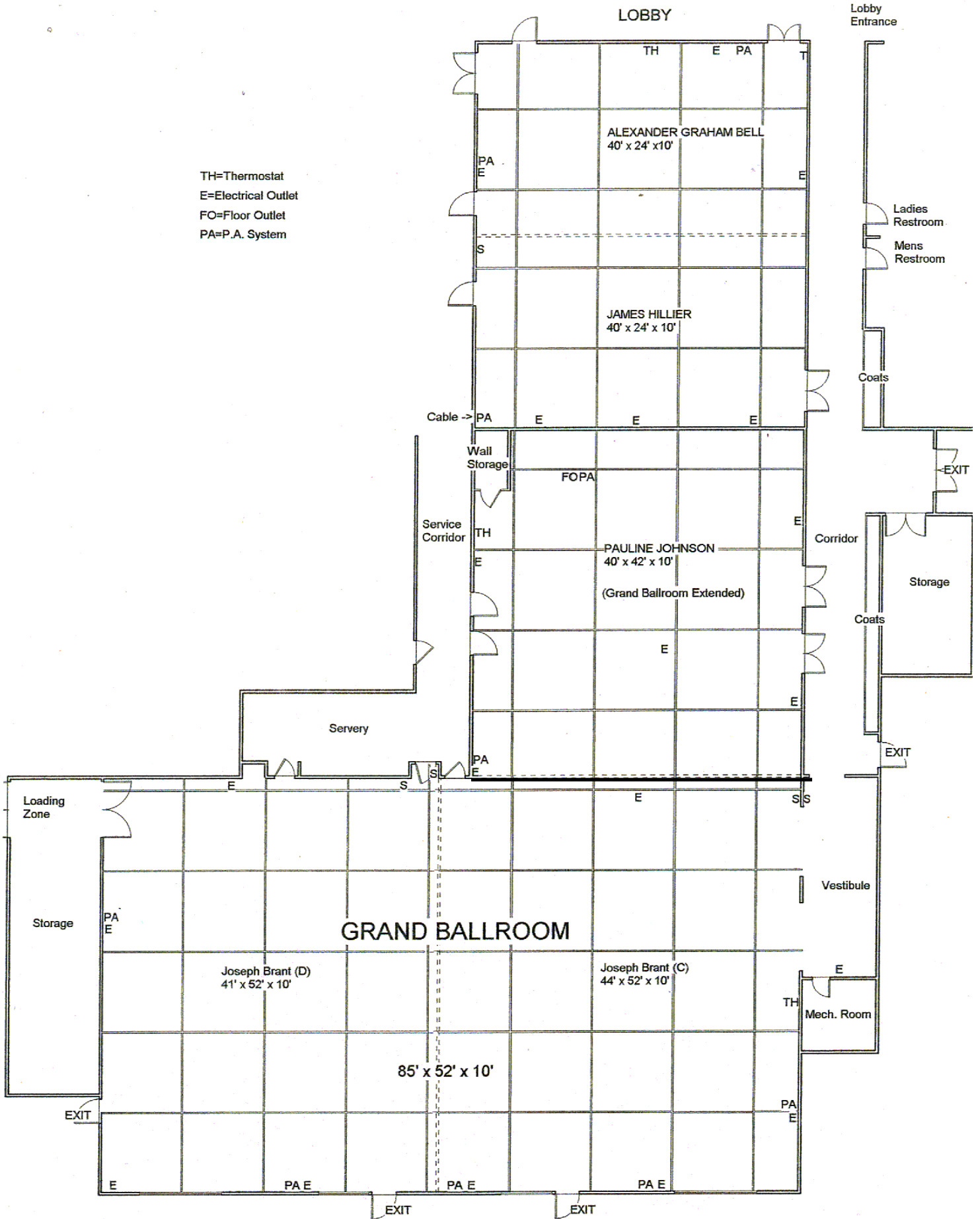
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November 2022

# Public Room Rental

SALONS	TIME	RATE	SIZE	Dinner	Boardroom	Classroom	Theatre	"U" Shape
Room 104 (Andrew Lucas)	8 - 5 pm 6 - 11 pm	\$175.00 \$100.00	24' x 12' 288 ft <sup>2</sup>	N/A	8	N/A	10	8
Room 202 (Dr. A. Stowe-Gullen)	8 - 5 pm 6 - 11 pm	\$175.00 \$100.00	24' x 16' 384 ft <sup>2</sup>	N/A	10	N/A	N/A	N/A
Seminar One (Wayne Gretzky)	8 - 5 pm 6 - 11 pm	\$195.00 \$175.00	24' x 23' 535 ft <sup>2</sup>	30	20	16	40	20
Seminar Two (Walter Gretzky)	8 - 5 pm 6 - 11 pm	\$195.00 \$175.00	24' x 24' 560 ft <sup>2</sup>	30	20	16	40	20
Gretzky Room (Seminars One & Two)	8 - 5 pm 6 - 11 pm	\$390.00 \$350.00	47' x 24' 1128 ft <sup>2</sup>	60	38	36	80	30
Seminar Three (Syl Apps)	8 - 5 pm 6 - 11 pm	\$225.00 \$225.00	24' x 23' 550 ft <sup>2</sup>	N/A	14	16	N/A	17
Seminar Four (Wm. Ross Macdonald)	8 - 5 pm 6 - 11 pm	\$195.00 \$175.00	24' x 18' 430 ft <sup>2</sup>	24	18	12	30	16
Seminar Five (Harry Nixon)	8 - 5 pm 6 - 11 pm	\$195.00 \$175.00	24' x 18' 430 ft <sup>2</sup>	24	18	12	30	16
Seminar Six (Adelaide Hunter Hoodless)	8 - 5 pm 6 - 11 pm	\$195.00 \$175.00	24' x 17' 420 ft <sup>2</sup>	N/A	16	10	N/A	16
Seminar Seven (Thomas Charles Longboat)	8 - 5 pm 6 - 11 pm	\$195.00 \$175.00	24' x 14' 350 ft <sup>2</sup>	N/A	10	N/A	N/A	N/A
Alexander Graham Bell	8 - 5 pm 5 - 11 pm	\$300.00 \$300.00	960 ft <sup>2</sup>	60	26	40	80	24
James Hillier	8 - 5 pm 5 - 11 pm	\$300.00 \$300.00	960 ft <sup>2</sup>	60	26	40	80	24
Bell & Hillier	8 - 5 pm 5 - 11 pm	\$600.00 \$600.00	1920 ft <sup>2</sup>	150	45	72	160	40
Pauline Johnson	8 - 5 pm 5 - 11 pm	\$600.00 \$600.00	1680 ft <sup>2</sup>	130	45	60	140	40
The Grand Ballroom (C&D)	8 - 5 pm 5 - 11 pm	\$1500.00 \$1200.00	4450 ft <sup>2</sup>	400	100	180	500	75
The Grand Ballroom Extended	8 - 5 pm 5 - 11 pm	\$1900.00 \$1600.00	6125 ft <sup>2</sup>	530		200	640	

TH=Thermostat  
 E=Electrical Outlet  
 FO=Floor Outlet  
 PA=P.A. System





# General Information & Policies

**Catering** Catering is provided by the Executive Chef and culinary team of Myra's Bar & Grill.

**Prices** All prices are guaranteed for a period of ninety (90) days. Pricing is subject to 13% HST and 15% Service Fee.

**Menu** All details concerning food & beverage must be finalized 6-9 weeks prior to your function date. All food & beverage consumed in any function area must be purchased from the Best Western Brantford Hotel & Conference Centre. Custom menus to suit special requirements are available upon request. When selecting your menu choice, please remember that for each meal function, the menu must be identical for all guests attending. Special dietary substitutes are available and must be arranged for in advance of the function. Those guests who are to receive these special meals must be identified to the banquet staff prior to service commencing.

**Guarantee** A final guaranteed number of persons attending is required five business days prior to the function. You will be invoiced for the guaranteed or actual number of guests, whichever is greater.

**Beverage Service** We are pleased to offer full service beverage and bar arrangements. Our facilities are licensed under the regulations of the AGCO.

**Deposit & Payments** A non-refundable deposit of \$500.00 is required to confirm your catering booking. A further deposit equal to 75% of the estimated bill is due one month prior to your function date. Final payment is due upon conclusion of the catering event. Other methods of payment may be available only through pre-arrangement with our catering office.

**SOCAN** Authorization for the use of copyright music at events in a hotel, banquet hall or other like premises without a valid license constitutes copyright infringement. The party shall pay in advance as follows: with dancing SOCAN \$63.49 and the Re:Sound fee of \$26.63 plus HST. Subject to change.

**Personal Effects** Best Western Brantford Hotel & Conference Centre is not responsible for loss or damage to property brought to the hotel. All personal items and supplier effects must be removed from banquet rooms at the end of each function. Best Western Brantford reserves the right to control volume of the disc jockey or band during the function. A minimum cleaning fee of \$300.00 will be applied for any use of confetti or decorative glitter. Items may not be suspended from the ceilings or walls of any banquet room. Bubbles are not permitted for safety reasons.

Candle centerpieces must be approved by the Fire Marshall. Cake cutting fee \$2.00 per person.

**Cancellation** If the function is cancelled, the convener will pay to the hotel damages in accordance with:

Cancellation less than 14 days prior to function = 100% of estimated cost.

Cancellation 15-31 days prior to function = 50% of estimated costs, unless space is resold.

Cancellation more than 31 days prior to the function = \$500 or the amount of the initial deposit.