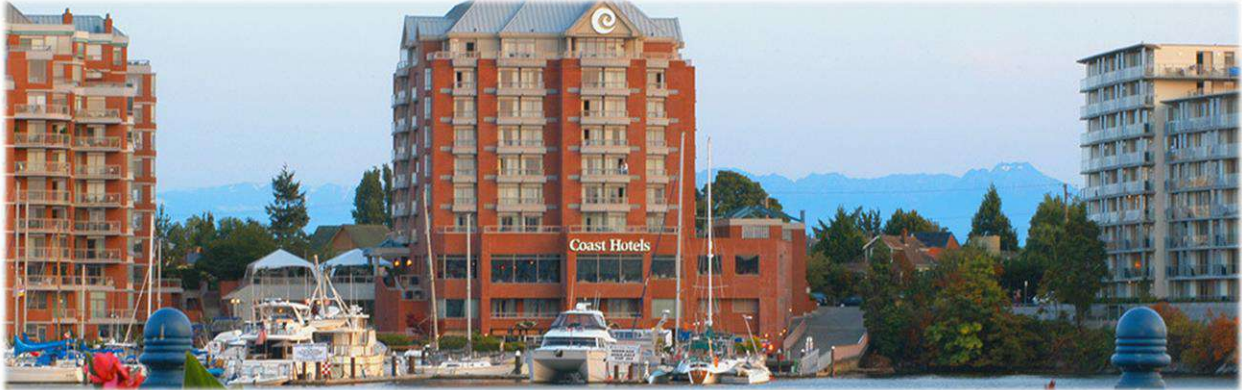


## *2024 Catering Menu*



Embark on a journey through West Coast inspired cuisine by partnering with the Coast Victoria Hotel & Marina by APA and Blue Crab Catering. We take immense pride in our exceptional service and unwavering commitment to meticulous attention to detail. Your Sales & Event specialists are dedicated to tailoring a unique and personalized atmosphere to ensure your corporate or social event is nothing short of perfection.

Whether you're planning a corporate event for 120 guests in our elegant ballroom or an intimate social gathering of 20 overlooking the picturesque harbour, we have the perfect venue to accommodate your event.

Please call the Catering Office at 250-940-1100 or email [cateringvictoria@coasthotels.com](mailto:cateringvictoria@coasthotels.com) to book your event.

We look forward to working with you!



*2024 Catering Menu*



## 2024 Catering Menu

### Dietary Restrictions and Allergies – Breakfast Service

Coast Victoria Hotel & Marina by APA strives to accommodate all dietary needs and allergies to ensure a comfortable and enjoyable culinary experience. For those requiring special meal preparations or modifications due to dietary needs, a surcharge of \$5.00 per person, per each distinct menu selection, will apply for breakfast service. This additional fee will cover the cost of sourcing and preparing specialized ingredients to ensure a safe and tailored dining experience for all guests. All dietary restrictions and allergies must be communicated to the Hotel at time of final attendance guarantee.

### Breakfast Buffet Menu

*Available to groups of 10 or more guests.*

*Per person pricing listed below subject to applicable taxes and fees*

*Surcharge for all special meals (plant based, dietary restrictions or allergies) of \$5 per person apply.*

*English Breakfast Buffet available for groups of 9 or fewer. Add \$5 surcharge.*

#### English Breakfast | 29 pp.

Orange & grapefruit juice  
Assorted morning pastries and muffins  
Individual flavoured yogurt  
Sliced fruits and berries  
Assorted cereals  
Selection of jams, butter, and peanut butter  
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

#### Healthy Start Breakfast | 34 pp.

Orange and grapefruit juice  
Dried figs, apricots, cranberries etc.  
Freshly baked banana loaf  
Sliced fruits and berries  
House-Made granola parfait  
Egg White frittata, roasted shallots & tomatoes (\*)  
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

#### The Great Canadian Breakfast | 38 pp.

Orange & grapefruit juice  
Assorted morning pastries, muffins and Danish  
Sliced fruits and berries  
Scrambled free-range eggs with chives.  
Crispy bacon strips  
Fresh country sausage  
Hash brown potatoes  
Toast station  
Selection of jams, butter, and peanut butter  
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

2024 Catering Menu

## 2024 Catering Menu

### The West Coast Breakfast | 40 pp.

*minimum 15 guests required.*

Orange and grapefruit juice  
Assorted morning pastries, muffins and Danish  
Sliced fruits and berries  
Assorted cereals with 2% milk  
Traditional & Islander Eggs Benedict  
Crispy bacon strips  
Fresh country sausage  
Hash brown potatoes  
Toast station  
Selection of jams, butter, and peanut butter  
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream and almond milk.

### Buffet Enhancements

*must be ordered for the number of guests in attendance.*

*minimum guarantee of 10 guests required.*

French toast, Canadian maple syrup	8 pp.
Assorted Individual yogurt	5 pp.
Coconut yogurt	6 pp.
Hot oatmeal, brown sugar, dried raisins	7 pp.
Granola yogurt parfait, fresh fruit compote	7 pp.
Dry cereals & 2% skim milk	6 pp.
Cured meats & cheese platter	12 pp.
Fruit smoothies by the pitcher (banana or strawberry)	33 pitcher
Bagels, cream cheese & salmon lox, red onion, and capers	12 pp.
Fresh Crab Eggs Benedict	12 pp.
Smoked Salmon Eggs Benedict	9 pp.

### Plant Based Substitutions – Breakfasts Buffet:

- Masala Tofu Scrambled Eggs, Green Onions | ADD 5 pp.

## 2024 Catering Menu

### Plated Breakfast Menu

*Available to groups of 10 to 50 guests*

*Per person pricing listed below subject to applicable taxes and fees*

*Surcharge for all special meals (plant based, dietary restrictions or allergies) of \$5 per person apply.*

#### Kingston Street | 35 pp.

Fresh orange juice

Assorted house-baked breakfast pastries (per table)

Butter, jam & honey (per table)

Seasonal fresh fruit & berries (per table)

Scrambled free range eggs

Crispy Canadian bacon & breakfast sausage

Roasted potatoes

Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

#### Montreal Street | 37 pp.

Fresh orange juice

Assorted house-baked breakfast pastries (per table)

Butter, jam & honey (per table)

Seasonal fresh fruit & berries (per table)

Traditional eggs benedict

Crispy Canadian bacon & breakfast sausage

Roasted potatoes

Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

#### Plated Breakfast Enhancements:

- Fresh Crab Eggs Benedict | +5 pp.
- Smoked Salmon Eggs Benedict | +3 pp.

#### Plant Based Plated Breakfast | 45 pp.

Fresh orange juice

Gluten free muffins

Seasonal fresh fruit & berries

Masala, green onion and tofu scramble, roasted tomato.

Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with almond milk.

## 2024 Catering Menu

### Refreshments

*Per person or per unit pricing listed below subject to applicable taxes and fees*

Fruit Juice by the pitcher -orange, apple, cranberry, iced tea (serves 6)	30 per pitcher
Assorted soft drinks, bottled juices, and mineral water ( <i>on consumption</i> ) (Pepsi, Diet Pepsi, 7Up, Schweppes Ginger Ale, Brisk Iced Tea, Mug Root Beer)	5 ea.
Fruit smoothies by the pitcher ( <i>banana or strawberry</i> )	33 per pitcher
Individual cartons of milk (1% & chocolate)	5 ea.
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection served with milk, cream, and almond milk.	6 pp.

### Themed Breaks & Snacks

*All themed breaks available to groups of 10 or more guests*

*Per person or per unit pricing listed below subject to applicable taxes and fees*

#### Healthy Break | 22 pp.

House baked granola bars  
Sliced seasonal fruits and berries  
Root vegetables chips  
Fresh fruit smoothie (banana or strawberry)  
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

#### Power Break | 20 pp.

Sliced fruit skewers with tangy yogurt dip  
Two bite chocolate brownies  
Root vegetables chips  
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

#### Sweet & Savoury | 23 pp.

Sliced fruit skewers with chocolate drizzle  
House-baked English Bay cookies  
Two bite chocolate brownies  
Assorted dried figs, apricots and cranberries  
Root vegetables chips  
Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection, served with 2% milk, cream, and almond milk.

## 2024 Catering Menu

### A La Carte Break Items & Snacks

#### Freshly Baked:

Assorted muffins	44 dz.
Assorted croissants (butter / chocolate)	48 dz.
House made granola bars	42 dz.
Assorted English Bay cookies	40 dz.
Assorted sweet bars and squares	48 dz.
Banana chocolate chip loaves	46 dz.
Gluten free brownie	60 dz.

#### Sweet & Savoury Snacks

Sliced seasonal fruits and berries	8 pp.
Assorted dried figs, apricots, and cranberries	6 pp.
Individual fruit flavoured yogurt	4 pp.
Coconut yogurt	6 pp.
Sliced fruit skewers with tangy yogurt dip	7 pp.
Sliced fruit skewers with chocolate drizzle	7 pp.
Granola parfait, fresh fruit compote	7 pp.
Coconut & maple syrup yogurt parfait (v)	8 pp.
Spiced blueberry baked oats (veg)	8 pp.
House-baked English Bay cookies	4 pp.
Two bite chocolate brownies	5 pp.
Gluten free brownie	60 dz.
Assorted whole fruits	36 dz.
Assorted Tea Sandwiches (2 dozen minimum order)	48 dz.
(2 dozen minimum order)	
Sliced fresh fruits and melons	8 pp.
Vegetable crudité's with hummus and red pepper dips	8 pp.
Root vegetables chips	6 pp.
Individual bags of chips	4 pp.
Freshly Popped Popcorn (butter or kimchi flavoured)	5 pp.

## 2024 Catering Menu

### Dietary Restrictions and Allergies – Lunch Service

Coast Victoria Hotel & Marina by APA strives to accommodate all dietary needs and allergies to ensure a comfortable and enjoyable culinary experience. For those requiring special meal preparations or modifications due to dietary needs, a surcharge of \$8.00 per person, per each distinct menu selection, will apply for lunch service. This additional fee will cover the cost of sourcing and preparing specialized ingredients to ensure a safe and tailored dining experience for all guests. All dietary restrictions and allergies must be communicated to the Hotel at time of final attendance guarantee.

### Lunch Buffet Menu

*Available to groups of 10 or more guests.*

*Per person pricing listed below subject to applicable taxes and fees*

*Surcharge for all special meals (plant based, dietary restrictions or allergies) of \$8 per person apply.*

*Artisanal Deli Buffet available for groups of 9 or fewer. Add \$5 surcharge.*

### Artisanal Deli Buffet | 44 pp.

*Standard menu pricing includes:*

- ✓ Choice of one (1) soup and one (1) one salad -or- two (2) salads,
- ✓ Two (2) deli sandwiches,
- ✓ Kettle chips
- ✓ Dessert bars and squares
- ✓ Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection

#### **Choice of Soups:**

Vegan sweet carrot, apple, and coconut soup (veg/v)  
Cream of wild mushroom (veg)  
Vegetarian basil, tomato and roasted red pepper (veg)  
Split pea and ham hock  
Vegan southwest chipotle black bean (veg/v)  
Blue Crab's award-winning chowder (add \$4 per person)

#### **Choice of Salads:**

*additional salads over and above menu standard – Add \$5 per person.*

Artisan greens, citrus vinaigrette (veg/v)  
Classic Caesar salad, golden croutons, parmesan Reggiano cheese, Caesar dressing (veg)  
Penne pasta, pesto mayonnaise, black olive and parsley (veg)  
Citrus marinated yellow beet, apple, and pumpkin seed (veg)  
Traditional Greek salad (veg)  
Caprese Salad  
Curried cous-cous, charred broccolini and almond (veg)



## 2024 Catering Menu

### **Choice of Two (2) Sandwich fillings:**

*Allow 3 pieces total (or 1.5 sandwich per person).*

*Additional sandwich option over and above menu standard – Add \$5 per person.*

*Vegan / Gluten free menu options available at \$5 surcharge per special order)*

Roasted vegetable wrap, with sweet potato, goat cheese, olive relish, spinach, lemon-basil mayonnaise. (veg)

Albacore tuna & dill pickle salad, lettuce, served on sourdough bread.

Ham & white cheddar, tomato, lettuce, Dijon mayonnaise, served on baguette bread.

Curried chicken, lettuce, and apple salad wrap.

Classic egg salad, lettuce, served on sourdough bread (veg)

Roast beef and cheddar, tomato, lettuce, dill pickles and horseradish mayonnaise



## 2024 Catering Menu

### James Bay Buffet | 48 pp.

Available to groups of 10 or more guests.

Per person pricing listed below subject to applicable taxes and fees

Surcharge for all special meals (plant based, dietary restrictions or allergies) of \$8 per person apply.

Standard menu pricing includes:

- ✓ Choice of one (1) soup and one (1) salad -or- two (2) salads.
- ✓ One (1) main course.
- ✓ Dessert bars and squares
- ✓ Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection

#### **Choice of Soups:**

Vegan sweet carrot, apple, and coconut soup (veg/v)

Cream of wild mushroom (veg)

Vegetarian basil, tomato and roasted red pepper (veg)

Split pea and ham hock

Vegan southwest chipotle black bean (veg/v)

Blue Crab's award-winning clam & seafood chowder (add \$4 per person)

#### **Choice of Salads:**

additional salads over and above menu standard – Add \$5 per person.

Artisan greens, citrus vinaigrette (veg/v)

Classic Caesar salad, golden croutons, parmesan Reggiano cheese, Caesar dressing (veg)

Penne pasta, pesto mayonnaise, black olive, and parsley (veg)

Citrus marinated yellow beet, apple, and pumpkin seed (veg)

Traditional Greek salad (veg)

Caprese Salad

Curried cous-cous, charred broccolini and almond (veg)

#### **Choice of Main Course:**

additional salads over and above menu standard – Add \$10 per person.

Roasted Mushroom Ravioli

Mushrooms, spinach, cream, parmesan Reggiano, market fresh vegetables.

Rosemary & Garlic Roasted Chicken Breast

Lemon herb smashed potatoes, market fresh vegetables, red wine jus.

Miso & Sesame Slow Roasted Pork Loin

Soba noodles, market fresh vegetables.

Pomodoro Baked Beef Meatballs

Mozzarella, parmesan Reggiano, breadcrumbs, pesto penne, market fresh vegetables.

Olive Roasted Rosemary Polenta

Caramelized onions, mushrooms & lentil tomato ragout

## 2024 Catering Menu

### Blue Crab Plated Lunch | 54 pp.

*Per person pricing listed below subject to applicable taxes and fees*

*Available to groups of 10 to 50 guests*

*A surcharge of \$8 per person will apply should final guarantee be less than 10 guests.*

*Menu option must be pre-selected.*

*Standard menu pricing includes:*

- ✓ *Choice of one soup or salad, main course, and dessert*
- ✓ *Selection of rolls and flatbreads with butter included.*
- ✓ *Freshly brewed Starbucks® coffee, decaffeinated coffee and Teavana selection included.*

#### **Choice of Soup or Salad:**

Blue Crab Clam & Seafood Chowder

New England style, smoked bacon, local pacific fish & clams, fresh dill, garlic toast

-OR-

Romaine Heart Salad (gf)

Caesar vinaigrette, black olive puree, crisp Schinke spec, shaved Grana Padano

-OR-

Squash, Coconut & Apple Soup (veg/v)

Pumpkin seeds, green onion

#### **Choice of Main Course:**

Pan Roasted Wild Sockeye Salmon

Lemon scented jasmine rice, seasonal root vegetables, passion fruit beurre Blanc, fennel salad & dill oil.

-OR-

Roasted Farmcrest Chicken Supreme (gf)

House fermented mustard and peppercorn jus

-OR-

Vegetarian Rosemary Ricotta Salad Polenta (veg)

Du Puy lentils, cabbage, fermented shallots, black olive relish, shaved fennel, roasted tomato beurre Blanc, dill oil.

#### **Choice of Dessert:**

Merlot Dark Chocolate Brownie

Salted caramel, pecan chocolate glaze, vanilla gelato, red wine gel.

-OR-

Orange Cheesecake

Citrus marmalade, hazelnut ganache, monte orange segments, candied pecans.

-OR-

Kaffir Lime, Lemongrass and Sherry Crème Brûlée

Ginger snap biscuit, white chocolate cremeux, tropical fruit salad.



## 2024 Catering Menu

### Catering Guidelines

#### Signed Banquet Event Orders

Clients must sign and initial each banquet event order prior to the start of the event/conference.

#### Meeting & Function Room Requirements & Charges

Function space for the event booked is only for the times indicated on the function detail document, Banquet Event Order (BEO). Set-up and dismantle times, if required, are not indicated, and should be specified at time of booking. Otherwise, access to your function space will be provided 15 minutes prior to the stated arrival time on your function agreement. The Hotel reserves the right to relocate function space (within the Hotel) and notification will be provided in writing in advance should such a change be required.

The Hotel requires at least 48-business hours' notice of any changes to the setup of your function room. If changes are requested less than 48-business hours prior to your function, an additional labour charge of a minimum \$100.00 will apply.

#### Menu Selection

Please submit your menu selections to the Catering and Convention Services Department at least fourteen (14) business days prior to your event so that we may guarantee your selections. Menu prices are guaranteed for two months from date of issue of the Banquet Event Orders.

#### Special Meal Requirements, Dietary Restrictions & Allergies

Coast Victoria Hotel & Marina by APA strives to accommodate all dietary restrictions and allergies to ensure a comfortable and enjoyable culinary experience. We are committed to do our utmost best to ensure allergy/dietary restrictions are met. However, some items we use come from outside suppliers of which we have no control over in terms of cross-contamination issues. This is particularly important for our guests with nut allergies. For those guests who have inhalation or contact allergies, we must remind them that we cannot guarantee that their event will ever be 100% nut free. For those requiring special meal preparations or modifications due to dietary needs, a surcharge of \$5.00 per person will apply for breakfast and lunch service (plated and buffet), and a \$8.00 per person charge will apply to plated and buffet dinner service. This additional fee will cover the cost of sourcing and preparing specialized ingredients to ensure a safe and tailored dining experience for all guests. All dietary restrictions and allergies must be communicated to the Hotel at time of final attendance guarantee.

#### Food & Beverage

All Food & Beverage must be provided by Coast Victoria Hotel & Marina by APA™. Any outside food requests must be authorized by the Catering office in advance. A service charge will be levied if approved by the hotel.

#### Prices & Taxes

Menu prices and items are subject to change based on market conditions. Final prices may be confirmed two months prior to your function. A Mandatory Gratuity of 11% on food & beverage sales is distributed to all servers and related service personnel involved with the event. Mandatory Gratuities are subject to applicable taxes (currently 5%). Food & beverage are subject to an Administration and Facility Set-up Fee in the amount of 6%, plus applicable taxes (currently 5%). The Administration and Facility Set-up Fee is used to cover the cost of equipment, heat, light, power, and other expenses related to the group's overall use of the facilities. This Administration and Facility Setup Fee is not a tip or gratuity for services provided by personnel, and no part of the fee is distributed to personnel. All AV

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## 2024 Catering Menu

services are subject to a 15% AV Set-up Fee, plus applicable taxes (currently 5%). This AV Set-up Fee is not a tip or gratuity for services provided by personnel, and no part of the fee is distributed to personnel. Applicable sales taxes and fees will be applied on food, alcoholic beverages, and rentals. Taxes are subject to change without notice.

### Host/Cash Bar

HOST BAR prices are subject to 10% Liquor Tax, 5% GST & 18% Fees

CASH BAR prices include 10% Liquor Tax & 5% GST

If consumption is less than \$400 net per bar set-up, a labour charge of \$50 per hour will apply for each bartender and cashier (if applicable) at a minimum rate of 4 hours. On statutory holidays, the labour rate is \$70.

### Labour Charges

In the event of any delays due to the organizer's event timing, a \$100 labour charge to reset the room to move any of the hotel's existing furniture, for example, sofas, side tables, lounge chairs. If a meal function requires complete table set up by more than one and a half-hour prior to meal service time, or there is a delay due to the organizer's event timing, a labour charge will be applied based on the number of staff affected. Functions held on statutory holidays are subject to a surcharge of \$10.00 per person. Labour fee applies to room set up changes 48 hours prior to event.

### Guaranteed Attendance

Please notify the Conference Services Department of the number of guests by 10:00 am, seven (7) business days prior to your function. This number shall constitute a guarantee, not subject to reduction. Your guaranteed number or actual attendance will be charged, whichever is larger.

### Method of Payment

If credit billing is required, a credit application must be filled out and must be approved by our credit department fourteen (14) days prior to the event at the latest. Credit application will need to be received minimum one month prior to event. If direct billing is not requested, payment can be made by certified cheque, money order or credit card.

### Credit Information

Deposits and full prepayment are required for accounts not set up on credit terms. All private and social functions will require full pre-payment by cash, credit card or certified cheque in advance of the event. Direct billing is available for corporate clients, upon approval, and all new accounts must be established with our Credit Department prior to your event date.

### Attrition Policy

Should it become necessary for you to decrease the number of attendees to any and/or all the functions, above and beyond the Attrition Policy noted in your signed agreement, the client will be liable for liquidated damages. Planned banquet food and beverage revenue is noted on your booking agreement. This minimum does not include meeting room rental, service charge, tax, labour charges or audio visual. Failure to achieve the minimum food & beverage revenue may also impact your banquet room rental fee.

### Cancellation Policy

The arrangements as outlined in the signed Booking Agreement are to be protected on a definite basis upon receipt of this signed confirmation. If the client cancels the entire program between the confirmation of this letter of agreement and your function dates, a loss of revenue charge will be billed to the client as per the schedule in your signed Agreement.

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## 2024 Catering Menu

### Power Supply

Standard 110v/15amp power supplies are available in all our banquet rooms. Additional power requirements can be supplied at a nominal cost through the hotel. We recommend that you check prior to installing any electrical equipment such as photocopiers, computers, etc. to ensure adequate power is available.

### Audio Visual Services

Coast Victoria Hotel & Marina by APA™ partners with a state-of-the-art audiovisual company, Encore AV for all your audiovisual, event staging and web/video conferencing needs. A full range of audio-visual rental equipment, sound systems, stage lighting, tradeshow services etc. is available. The hotel must be notified in advance if any outside company will be on property to service your event.

### Socan And Re:Sounds Music License Fees

A tariff is charged by law for events that include musical entertainment, live or recorded, and is paid to the Society of Composers, Authors and Music Publishers of Canada (SOCAN) and Re: Sound Music Licensing Company for your right to use music, which is copyrighted. These fees will be charged to your master account and paid on your behalf by the hotel to SOCAN and Re: Sound.

#### Copyright Board Tariff No. 8 – SOCAN

Events with Dancing: Events without Dancing:  
1–100 people \$44.13 plus tax 1–100 people \$22.06 plus tax  
101–300 people \$63.49 plus tax 101–300 people \$31.72 plus tax

#### Copyright Board Tariff No. 5 – RE: SOUND

Events with Dancing: Events without Dancing:  
1–100 people \$18.51 plus tax 1–100 people \$9.25 plus tax  
101–300 people \$26.63 plus tax 101–300 people \$13.30 plus tax

### Shipping Materials

We are pleased to assist in the handling of boxes and packages. Due to limited storage, we are unable to accept shipments earlier than three (3) business days prior to an event. Please co-ordinate the return shipment of items immediately following your event. The hotel is not responsible for damage or loss of articles left on the premises during or following and event.

All materials shipped to the hotel should be addressed as follows:

C/o Coast Victoria Hotel & Marina by APA  
146 Kingston Street  
Victoria, BC | V8V1V4

**Attention:** Name of Organization and Contact Name

Hold for Arrival

Date/Room of Function

To ensure proper tracking, all boxes should be numbered (1 of 4, 2 of 3 etc.)

If packaging requires excessive unloading or moving within the building, a handling fee will be applicable. The fee is based upon the number of boxes, weight and labour involved. All out of country materials should be shipped via a Custom Broker arranged by the client. The hotel will not become responsible for materials held in customs. If any

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## *2024 Catering Menu*

charges are incurred by the Hotel for retrieving materials, the costs will be added to the master account. The hotel will not accept any shipment sent C.O.D. (cash on delivery).

### **Signage**

All signage must be approved in advance by your Conference Services Department and must be of a professional design. The hotel has the right to remove any signage that does not meet hotel standards.

The uses of tape, nails, staples, or tacks is prohibited for mounting posters or banners on walls and all such posters or banners are restricted to function rooms only (no public areas of hotel).

The services required mounting posters, banners or other labour related services are available at an additional cost. The hotel can provide a wide range of equipment rentals to help facilitate your event including easels, flipcharts, electrical cords, tables, etc.

Communication of the above requirements to the conference delegates and/or exhibitors is the responsibility of the Meeting / Conference Organizer.

### **Linen, Decor & Flowers**

The Hotel will provide standard white and black linen only. The Hotel would be pleased to assist with the rental of linen, room décor or flowers through our pre-approved vendors. The Hotel prohibits open flames produced by candles. The Hotel must preauthorize any special effects for an event within our event space or on our property. All room décor must be approved in advance and must meet minimum fire code regulations.

The Hotel restricts the use of nails, tacks, or tape to affix décor on walls, ceiling, etc., unless approved in advance. All room décor must be removed within one hour after the completion of an event and failure to do so may result in removal and storage charges.

The Hotel is not responsible for items left in a function room unattended. A labour charge may be imposed if refuse left behind after an event is considered excessive, as deemed by the Hotel.

### **Damages**

The Coast Victoria Hotel & Marina by APA™ reserves the right to inspect and control all private functions. Liability for damages to the premises will be charged accordingly. The Hotel will hold the convener of any function responsible for any damages to the premises by their guests or independent contractors on their behalf. The Hotel will not be responsible for damage or loss of any personal property and equipment left in the Hotel prior, during, or following any functions.

### **Security**

Hotel does not provide security in the meeting and function space and all personal property left in the meeting or function space is at the sole risk of the owner. You agree to advise your attendees and guests that they are responsible for safekeeping of their personal property. You may elect to retain security personnel to safeguard personal property in the meeting and function space, and/or Hotel reserves the right based on its reasonable judgment to require you to retain security personnel to safeguard guests or property of the hotel. Any security personnel retained by you must be at your own expense and from a licensed security company that meets the minimum standards established by the Hotel, including insurance and indemnification requirements, and always remains subject to Hotel's advance approval. Security personnel are not authorized to carry firearms without advance Hotel approval.

*2024 Catering Menu*



## *2024 Catering Menu*

The Hotel reserves the right to inspect and control all private functions. You agree to begin your function at the scheduled time and agree to have your guests' invitees and other persons vacate the designated function space at the closing hour indicated. You agree to reimburse Hotel for any overtime wage payments or other expenses incurred by the Hotel because of your failure to comply with these requirements. You are responsible for any damage to Hotel or Hotel property caused by your attendees, vendors, contractors, or agents.

You agree to comply with all applicable federal, provincial, and local laws and Hotel rules and policies (copies of which are available from the Catering Department) governing the Contract and event. Hotel reserves the right to refuse service to any persons or prohibit any activity, which in the sole judgment of the Hotel may be harmful or cause an unreasonable disruption to the property, its guests, or employees.

### **Outside Services**

An administration charge (plus applicable taxes) will apply to all outside services ordered by the hotel and will be posted to the Master Account.

### **Menu Selection**

The menus were developed with creativity in mind. Should you have something special in mind that you do not see listed, your conference services manager would be happy to meet with you to design a menu specific to your function.

Let's Work with You and Make Your Event a Memorable One!

*2024 Catering Menu*

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