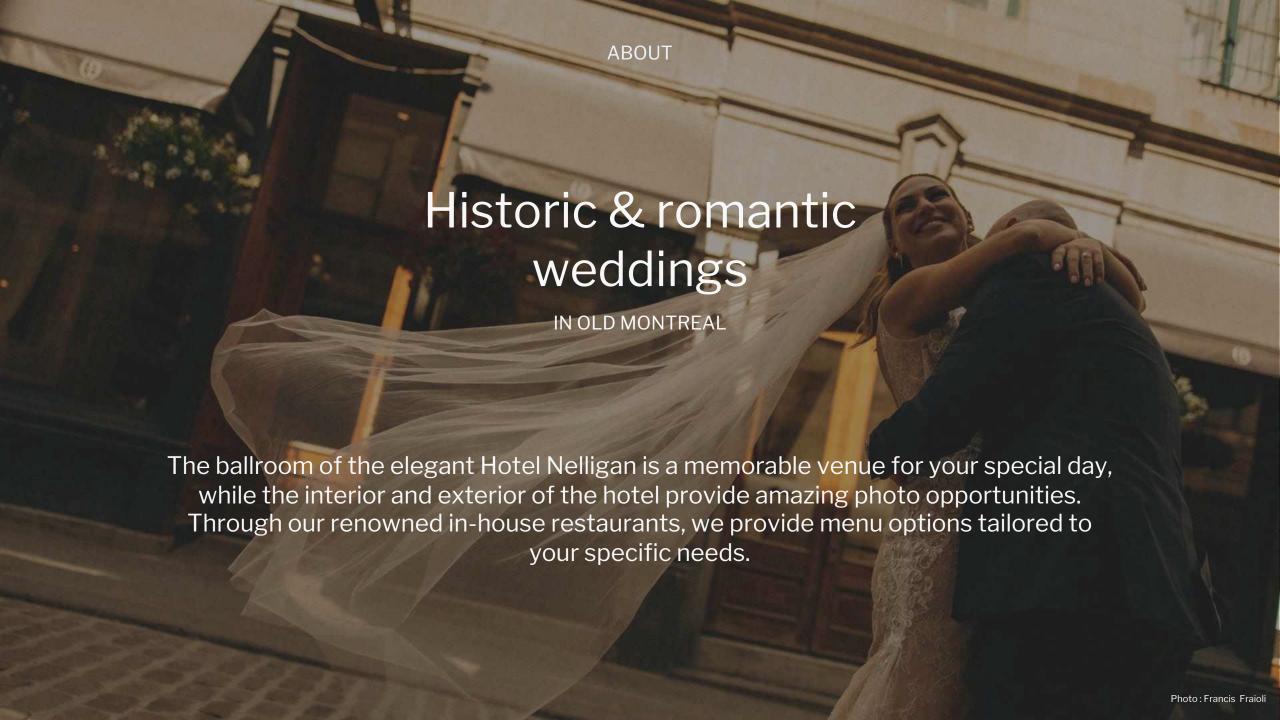




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## Our services



# Design and Ambiance

All our rooms have preserved their historic charm, some with stone and brick walls, and plenty of natural light.



Assigned Event Planner

Our event planners will help you with every detail to ensure your event's success.



Full Audio/Video System

Complete in-house audiovisual service is available, including high-speed Internet and charging stations.



Flexible Venues

Our venues can accommodate groups of 10 to 160 people and can be arranged to suit the needs of your event.





# Our Packages

		<b>CHIC</b> \$200*	ELEGANT \$250*	<b>SOPHISTICATED</b> \$275*
Cocktail	Open bar before the meal	1h Classic bar	All evening (from 5 p.m. to 2 a.m.) Classic bar	All evening (from 5 p.m. to 2 a.m.) Deluxe bar
Cooktail	Number of canapés	4	6	6
Reception	1 glass of Prosecco and ½ bottle of wine	•	•	•
	Number of services	4	4	5
	1 <sup>st</sup> Starter	•	•	•
	2 <sup>nd</sup> Starter	•	•	•
Diner	Granité	x	Х	•
	Main	•	•	•
	Dessert	•	•	•
	Open bar after the meal	2h Classic bar	All evening (from 5 p.m. to 2 a.m.) Classic bar	All evening (from 5 p.m. to 2 a.m.) Deluxe bar
	Midnight table	X	•	•

## **Inclusions**

- The rental of the venue for the ceremony, cocktail, and reception dinner.
- Tables, chairs, dance floor, tableware, glassware, cutlery, table napkins, and white or black tablecloths.
- A seating plan available for your table arrangements.

<sup>\*</sup> The prices shown are before taxes and services.



### Cocktail

Classic bar open for 1 hour and choice of 6 canapés from this selection:

#### **Cold Canapés**

- o Choux pastry stuffed with egg yolk cream, truffle, and prosciutto di Parma
- o Mini smoked salmon pancake, dill sour cream and red tobiko
- o Puff pastry stuffed with shrimp and lime mousse
- o Salmon tartare
- Beef tartare

#### **Hot Canapés**

- o Parmesan crisp, goat cheese mousse and Mujjol caviar
- o Mini puff pastry with shredded chicken, smoked cheese, and green onions
- o Marinated duck satay, sesame and honey hoisin sauce (1)
- o Mini grilled cheese with smoked cheddar

#### Vegetarian and Vegan Canapés

- Spanakopita (\*\*)
- o Grilled tofu and mushroom brochette (3)
- o Cucumber roll with olive tapenade, feta, fried capers, and chives 🔊 🕲











4-course menu - \$200

## Reception

1 glass of Prosecco and ½ bottle of wine

### **Starters**

#### 1st Starter - 1 choice

o Salmon tataki, black sesame vinaigrette and shiso remoulade 🚯 🎕

or

 $\circ \quad \text{Mushroom ravioli, pesto Genovese, dried tomato brunoise, and Parmigiano-Reggiano flakes}$ 

or

o Vegetarian or vegan option, see page 18

### 2<sup>nd</sup> Starter - 1 choice

o Steamed vegetable medley, red quinoa, roasted almonds, fried capers, pickled onions, with honey and lemon vinaigrette (A) (B)

or

o Green salad, endives, pomegranate, crispy Parmesan, white balsamic vinegar and marinated bocconcini (18)

or

o Vegetarian or vegan option, see page 18

### **Main Course**

### 2 Choices + 1 Vegetarian or Vegan Option

 Smoked half Cornish hen, cooking jus, sautéed vegetables, and crushed rutabaga with caramelized onions and grapes (\*\*)

or

 Salmon steak with shrimp and dried tomato crust, spicy potato millefeuille and rapini sautéed in garlic

or

 Slow-braised beef shoulder, truffle and cheese mashed potatoes, full-bodied thyme jus and seasonal vegetables

and

o Vegetarian or vegan option, **see page 18** 

#### **Desserts**

#### 1 choice

Yuzu and cinnamon shortcake

or

o Variety of 3 dessert miniatures (lemon pie, mini Opera cake, macaroon)

## Classic open bar for 2 hours after the meal

Add a classic open bar all night, from 5 p.m. to 2 a.m. for an extra \$25 per person.









## **Open Bar**

Classic open bar from 5 p.m. to 2 a.m.

### Cocktail

Classic bar open for 1 hour and choice of **4 canapés from this selection**:

#### **Cold Canapés**

- o Choux pastry stuffed with egg yolk cream, truffle, and prosciutto di Parma
- o Mini smoked salmon pancake, dill sour cream and red tobiko
- Puff pastry stuffed with shrimp and lime mousse
- Salmon tartare
- Beef tartare
- o Smoked duck breast, blood orange gel
- Smoked trout rillette
- o Salmon gravlax with citrus, dill, and boreal spices, artichoke pulp, and Meyer lemon supremes (1) (1)
- o Verrine of foie gras, gingerbread, and vanilla Quebec apple chutney

#### **Hot Canapés**

- o Parmesan crisp, goat cheese mousse and Mujjol caviar
- o Mini puff pastry with shredded chicken, smoked cheese, and green onions
- o Marinated duck satay, sesame and honey hoisin sauce
- o Mini grilled cheese with smoked cheddar
- o Tiger prawns with coconut milk and lemongrass, coriander oil and toasted sesame (A) (B)



- o Mini Angus beef burger and onion compote
- o Mini Wellington

#### Vegetarian and Vegan Canapés

- o Potato croquettes with curry sauce (3)
- Spanakopita (B)
- o Truffle cauliflower purée and tortilla chips (3)
- o Grilled tofu and mushroom brochette (26)
- o Cucumber roll with olive tapenade, feta, fried capers, and chives (8)











# Elegant Package

4-course menu - \$250

## Reception

1 glass of Prosecco and ½ bottle of wine

### **Starters**

#### 1st Starter - 1 choice

 Smoked salmon cavatelli, creamy paprika sauce, dill, and fried capers

or

o Beef gravlax with spicy maple syrup, mustard seed caviar, and pickled red onions (1)

or

o Vegetarian or vegan option, **see page 18** 

#### 2<sup>nd</sup> Starter - 1 choice

 Boston greens, watermelon radish, roasted pear, pecans, feta, and smoked eggplant vinaigrette with sherry vinegar

or

 Caprese salad with Roman tomatoes, Fior di Latte, capers, basil pesto, Maldon fleur de sel, olive oil, and Modena balsamic vinegar

or

o Vegetarian or vegan option, see page 18

### **Main Courses**

### 2 choices + 1 Vegetarian or Vegan Option

 Fillet of sea bass, sautéed bok choy, orange caramel fennel, and rosemary olive oil

or

 Beef short ribs braised in red wine, potato mousseline with olive oil and chives, market vegetables and cooking jus

or

 Duck leg confit infused with Provençal herbs, sweet potatoes crushed with Sichuan pepper, sautéed Brussels sprouts, and maple syrup sauce

or

 Herb and pistachio crusted Nagano pork chop, blackcurrant sauce, cauliflower purée with ghee butter and turmeric, and caramel apple wedges

#### and

o Vegetarian or vegan option, see page 18

#### **Desserts**

#### 1 choice

White chocolate and passion fruit ganache, coconut génoise and bitter almond English sauce

or

 Variety of 3 dessert miniatures (lemon pie, mini Opera cake, macaroon)

## **Midnight Table**

#### 2 choices from these items

- Mini-poutine
- o Mini burger
- Grilled cheese
- Sandwichs à la viande fumée











# Sophisticated Package

5-course menu - \$275

## **Deluxe Open Bar**

Deluxe open bar from 5 p.m. to 2 p.m.

### Cocktail

Choice of 6 canapés from this selection:

#### **Cold Canapés**

- o Choux pastry stuffed with egg yolk cream, truffle, and prosciutto di Parma
- o Mini smoked salmon pancake, dill sour cream and red tobiko
- o Puff pastry stuffed with shrimp and lime mousse
- Salmon tartare
- Beef tartare
- o Smoked duck breast, blood orange gel (A)
- Smoked trout rillette
- o Salmon gravlax with citrus, dill, and boreal spices, artichoke pulp, and Meyer lemon (內) (象) supremes
- o Verrine of foie gras, gingerbread, and vanilla Quebec apple chutney

#### **Hot Canapés**

- o Parmesan crisp, goat cheese mousse and Mujjol caviar
- o Mini puff pastry with shredded chicken, smoked cheese, and green onions
- o Marinated duck satay, sesame and honey hoisin sauce
- o Mini grilled cheese with smoked cheddar
- o Tiger prawns with coconut milk and lemongrass, coriander oil and toasted sesame (A)(\*)



- o Mini Angus beef burger and onion compote
- Mini Wellington

#### Vegetarian and Vegan Canapés

- o Potato croquettes with curry sauce (8)
- Spanakopita (B)
- o Truffle cauliflower purée and tortilla chips (3)
- o Grilled tofu and mushroom brochette (3)
- o Cucumber roll with olive tapenade, feta, fried capers, and chives (3)











# Sophisticated Package

5-course menu – \$275

## Reception

1 glass of Prosecco and ½ bottle of wine

### **Starters**

#### 1st Starter – 1 choice

o Tiger prawns with mango and lime jelly, green mint sauce (A)

o Burrata served with cherry tomato gazpacho, Kalamata olive powder and pickled red onions

or

o Terrine of foie gras, maple sponge toffee, fig sauce (1)

o Vegetarian or vegan option, see page

#### 2<sup>nd</sup> Starter - 1 choice

 Yellow beet salad, cantaloupe, crispy prosciutto, honey labneh, walnut, and white balsamic syrup

or

o Snow pea garden, radicchio rosso, fresh pea purée, watermelon radish, steamed pipollini onions, pine nuts, and truffle vinaigrette

o Vegetarian or vegan option, see page 18

### Granita

Seasonal granita

#### **Main Course**

#### 2 Choices + 1 Vegetarian or Vegan Options

o Beef filet mignon, Swedish potatoes with duck fat, sautéed rapini with thyme, and Port sauce

o Fillet of sablefish, shiitake mushroom crust, celery-root purée with Madagascar vanilla and bok choy (\*\*)

 Slow-cooked lamb shank in maple syrup, roasted potatoes, asparagus, and cooking jus (\*\*)

o Duck breast, Earl Grey tea sauce with honey, roasted parsnip purée with rosemary, and leek fondue

#### and

Vegetarian or vegan option, see page 18

#### **Desserts**

#### 1 choice

o Dark chocolate and pistachio mousse dome, fleur de sel caramel

o Variety of 3 dessert miniatures (lemon pie, mini Opera cake,

## **Midnight Table**

#### 2 choices from these items:

- Mini-poutine
- Mini burger
- Grilled cheese
- Smoked meat sandwich













# Vegetarian and Vegan Menu

### **Starters**

o Mushroom ravioli, pesto Genovese, dried tomato brunoise, and Parmigiano-Reggiano flakes

or

o Green salad, endives, pomegranate, crispy Parmesan, white balsamic vinaigrette, and marinated bocconcini

or

o Boston greens, watermelon radish, roasted pear, pecans, feta, smoked eggplant vinaigrette with sherry vinegar

or

o Caprese salad with Roman tomatoes, Fior di Latte, capers, basil pesto, Maldon fleur de sel, olive oil and Modena balsamic vinegar

or

o Burrata served with cherry tomato gazpacho, Kalamata olive powder, and pickled red onions

or

Vegan pasta with coconut cream and smoked eggplant, pine nuts, cherry tomatoes and corn ()

o Steamed vegetable medley, red quinoa, roasted almonds, fried capers, pickled onions, and honey and lemon vinaigrette (v)

### **Main Courses**

o Grilled marinated cauliflower steak, bulgur risotto, oyster mushrooms and rosemary sauce 😯



or

o Curry-marinated tofu sautéed in herbs, pearl barley with asparagus and coconut milk, Yukon Gold candied potatoes, King mushrooms ( $\checkmark$ )

or

o Tagliatelle with sautéed chestnuts, Treviso, and duo of maitake and oyster mushrooms glazed with soy and ginger

or

o Orzo risotto with truffle, asparagus flakes, grilled peppers and eggplant, ricotta whipped with pepper and black garlic

or

o Duck breast-style celery root, parsnip purée, braised chicory and beet, kale chips, umami sauce

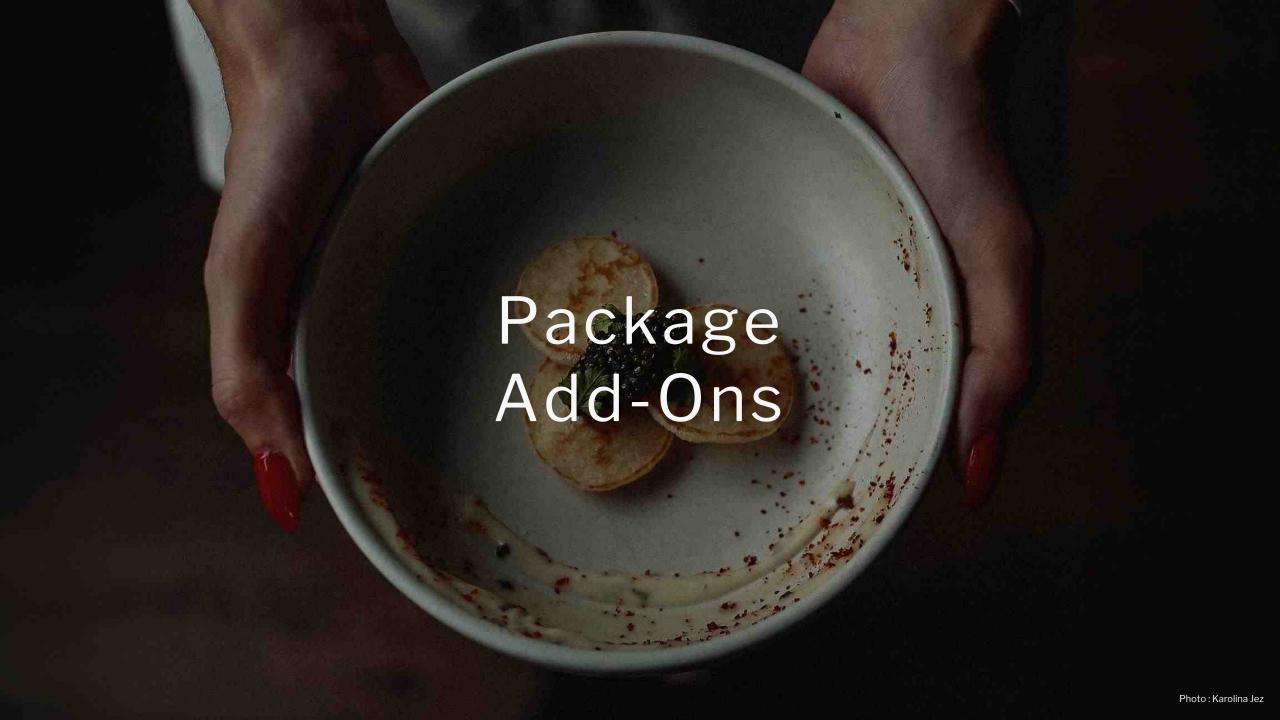
or

o Gnocchi, sautéed diced butternut squash, Quebec wild mushroom farandole and vegetable demiglace











# Package Add-Ons

## Kid's Menu - \$35 per person

- Crudités
- o Chicken fingers, fries
- Dessert of the day

## Supplier Menu - \$55 per person

- o 1 starter
- 1 main course
- o 1 dessert at the Chef's choice

### Canapés

Maximum of 7 varieties (including your package selections)

#### Selection 1 - \$45 / dozen

- o Choux pastry stuffed with egg yolk cream, truffle, and prosciutto di Parma
- o Mini smoked salmon pancake, dill sour cream and red tobiko
- o Puff pastry stuffed with shrimp and lime mousse
- o Cucumber roll with olive tapenade, feta, fried capers, and chives (B)
- Salmon tartare
- Beef tartare
- o Smoked duck breast, blood orange gel
- Smoked trout rillette
- o Truffle cauliflower purée and tortillas chips 🙈
- o Grilled tofu and mushroom brochette (3)
- o Parmesan crisp, goat cheese mousse, and Mujjol caviar
- o Potato croquettes and curry sauce (3)
- Spanakopita (\*\*)

#### Selection 2 - \$48 / dozen

- Mini pastry with shrimp and Brie
- Mini puff pastry with shredded chicken, smoked cheese and green onions
- o Marinated duck satay, sesame and honey hoisin sauce
- Salmon gravlax, beet mousse
- Moroccan cigar with potato curry, leeks, and mint (3)
- o Mini grilled cheese with smoked cheddar (26)
- Salmon gravlax with citrus, dill and boreal spices, artichoke pulp, and Meyer lemon supremes
- o Tiger prawns with coconut milk and lemongrass. coriander oil and toasted sesame
- o Mini Angus beef burger and onion compote
- o Verrine of foie gras, gingerbread and vanilla Quebec apple chutney
- Mini Wellington











# Package Add-Ons

## **Stations**

(15 people minimum)

0	Salad bar Mesclun salad, arugula salad, Piémontaise salad, pasta salad, crunchy vegetables and Parmesan, Caesar salad, and vinaigrettes	\$25/person	0	Pasta 2 pasta varieties, marinara and Alfredo sauces Condiments: Grand Padano cheese, basil shoots, chives, sliced chicken breast	\$18/person
0	Smoked salmon and condiments Smoked salmon (100 g/pers)	\$15/person	0	Roast beef (160 g/pers)	\$16/person
	Condiments: red onions, capers, cucumber, tomatoes, mustard caviar, cream cheese, St-Viateur bagels		0	Pork ribs (½ rack per person) braised in barbecue sauce	\$16/person
0	<b>Raw bar</b> Oysters (2/pers), shrimp, calamari salad (80 g/pers) and razor clams (30 g/pers), octopus (75 g/pers), salmon tartare	\$35/person	0	Meat Station with choice of 2 sides below Lamb chops (2), roast beef (100 g/pers), ribs (200 g/pers), smoked meat (100 g/pers)	\$30/person
0	Foie gras au torchon (15 g /pers), country terrine (80 g/pers),	\$25/person		Sides: Mashed potatoes, fries, market vegetables, stir fried lentils, spicy basmati rice	
	duck rillette (80 g/pers) Trimmings: brioche bread, country bread, fig jam, pickled vegetables, mustard, mustard caviar, gribiche sauce)		0	<b>Sweet</b> 3 varieties of the chef's dessert miniatures	\$12/person









# Package Add-Ons

### **Platters**

(15 people minimum)

Fresh fruit platter (80 g/pers)

0	Vegetable platter and dips	\$8/person
0	Quebec cheese platter (90 g/pers)	\$12/person
0	<b>Charcuterie platter</b> Pancetta, prosciutto, Genoa salami (100 g/pers)	\$15/person
0	Smoked meat sandwich (75 g/pers)	\$8/person

\$10/person

## Midnight Table – \$15 per person

(15 people minimum)

#### Choice of 2 from these items:

- Mini-poutine
- o Mini burger
- o Grilled cheese
- Smoked meat sandwiches

## **Dessert Table - \$15 per person**

(15 people minimum)

#### Variety of 3 dessert miniatures

- o Lemon pie
- Mini Opera cake
- Macaroon











## Our Bar Selection

### **Classic Open Bar**

(Included in Chic and Elegant packages)

- Vodka: Smirnoff
- o White Rum: Captain White
- o Dark Rum: Captain Morgan épicé
- Gin Tanqueray
- Scotch JW Red Label
- o Tequila: Jose Cuervo Silver
- o Whisky: Seagram's V.O / Jack Daniel's
- o Coffee Liqueur: Baileys / Tia Maria / Kaluha
- o Vermouth: Martini rouge / blanc
- o Aperitif: Campari
- o Digestif: Amaretto, Grand Marnier, Creme de menthe, Schnapps aux pêches
- o Orange Liqueur: Triple Sec / Aperol
- o Local and Imported Beer: Griffon Rousse / Carlsberg
- o Mixes: orange, apple, pineapple, cranberry, tomato or Clamato
- Soft Drinks: Produits Coca-Cola, Red Bull

## **Deluxe Open Bar**

(Included in Sophisticated Package)

#### Addition of \$10 per hour per person for the Chic and Elegant packages

- Vodka: Pur Vodka
- White Rum: Rosemont Rum
- o Dark Rum: Morbleu Spiced Dark Rum
- o Gin: Romeo's Gin
- o Scotch: Johnny Walker Black Label
- o Tequila: 1800 Blanco
- o Whisky: Seagram's V.O. / Jack Daniel's
- o Cognac: Hennessy VSOP
- o Orange Liqueur: Triple Sec, Aperol
- o Coffee Liqueur: Baileys, Tia Maria, Khalua
- o Vermouth: Martini Rosso/Bianco
- o Apéritif: Campari
- o Digestif: Amaretto, Grand Marnier, Creme de Menthe, Peach Schnapps
- o Local & Imported Beer:Griffon Rousse, Carlsberg
- $\circ \quad \text{Mixes: Orange, apple, pineapple, cranberry, tomato or Clamato} \\$
- o Soft Drinks: Coca-Cola products, Red Bull





# Our Wine Selection

Bubbles and Champagne		Red	
Bubbles		HOUSE WINE	\$40
PROSECCO MIONETTO, TREVISO Veneto, Italy (Fruity, light with intense bubbles on the palate)	\$55	CÔTES DU ROUSSILLON VILLAGES, TAUTAVEL, GÉRARD BERTRAND Languedoc-Roussillon, France (Fruity and spicy with red fruit aromas, very smooth on the palate)	\$51
Champagne		MAREMMA TOSCANA DOC, LE FOCAIE, ROCCA DE MONTEMASSI Tuscany, Italy	\$46
CHAMPAGNE BRUT, NICOLAS FEUILLATTE RÉSERVE France	\$120	(Light with hints of red fruit and dried herbs aromas, fairly high acidity)	
(Complex with hints of toast, bread, yeast, and citrus aromas, fine and delicate bubbles)		CABERNET SAUVIGNON, ARBOLEDA, VALLE DE ACONCAGUA Aconcagua, Chile	\$54
	4400/==0	(Lovely tannic structure with hints of black fruits and herbs, pleasant freshness on the palate)	
CHAMPAGNE BRUT, MOËT & CHANDON France	\$160/750 ml \$300/1500 ml	parate)	
(Complex and fruity)		VALPOLICELLA RIPASSO SUPERIORE, FAMIGLIA ZONIN Veneto, Italy	\$55
CHAMPAGNE BRUT, VEUVE CLIQUOT	\$170 /750 ml	(Light with hints of red berries and good acidity, very fresh)	
France (Round and fruity with good acidity)	\$350/1500 ml	BEAUJOLAIS VILLAGE, FOU DU BEAUJO, DAMIEN COQUELET Beaujolais, France	\$55
		(Light with hints of red berries, pleasant freshness that pairs well with white meats)	



## Our Wine Selection

## Red (continued)

CÔTES-DU-RHÔNE, Collection Bio, M. CHAPOUTIER Valée du Rhône, France (Fruity wine with good tannic structure and oak barrel aromas such as vanilla)	\$56	OKANAGAN VALLEY, MERLOT, PÉTALES D'OSOYOOS, OSOYOOS LAROSE British Columbia, Canada (Medium tannins with hints of red fruit, pairs well with grilled meats and small game)	\$82
CHIANTI CLASSICO RISERVA DOCG, BARONE RICASOLI, ROCCA GUICCIARDA Tuscany, Italy (Supple on the palate with high acidity and dried herb aromas)	\$64	AMARONE DELLA VALPOLICELLA, FAMIGLIA PASQUA Veneto, Italy ((Fruity and concentrated with red and black fruit aromas, light tannic structure and good acidity, hints of chocolate and vanilla on the palate)	\$92
PINOT NOIR, GHOST PINES, LOUIS M. MARTINI California, United States (Lovely, light structure with subtle vanilla flavour on the palate)	\$67	CABERNET-SAUVIGNON, 'KNIGHTS VALLEY', BERINGER California, United States (Round, elegant, with hints of toast, vanilla, and spices. Lovely acidity that provides freshness)	\$96
CROZES-HERMITAGE, LES MEYSONNIERS, M. CHAPOUTIER Vallée du Rhône, France (Strong, spicy wine with lovely tannins and a long finish)	\$72	OKANAGAN VALLEY, LE GRAND VIN, OSOYOOS LAROSE British Columbia, Canada ((Complex and fruity with good tannic structure, similar to Bordeaux wines)	\$118
FARNITO IGP, CARPINETO Tuscany, Italy (Tannic wine, perfect with grilled meat, hints of blackcurrant and black cherry)	\$76		



## Our Wine Selection

## White

HOUSE WINE	\$40	CHARDONNAY, CHALK HILL, SONOMA COAST California, United States	\$63
PINOT GRIGIO, RIFF, ALOIS LAGEDER Veneto, italy	\$46	(Round and creamy, citrus notes, perfectly paired with fish in sauce)	
(Simple and refreshing with hints of green fruit such as pear or apple, refreshing acidity)		ETNA BIANCO DOC, ALTA MORA, CUSUMANO Bourgogne, France (Floral and mineral with hints of apple and anise, pairs well with vegetarian	\$79
LANGUEDOC, CÔTES DES ROSES, GÉRARD BERTRAND Languedoc-Roussillon, France	\$52	dishes, raw fish and seafood)	
(Floral and round with hints of white flowers, peach and apricot)		NAPA VALLEY, CHARDONNAY, STAGS' LEAP California, United States	\$93
CHENIN BLANC, KLOOF STREET, MULLINEUX FAMILY Western Cape, South Africa (Hints of citrus and green fruit with sharp acidity and lovely roundness on the palate)	\$59	(Round and mineral with lovely texture on the palate, hints of lemon and green apple, high complexity on the nose and palate)	
RIESLING, TRIMBACH Alsace, France (Semi-dry with sharp acidity and lovely minerality, hints of apple and lemon)	\$61		



## Conditions and Information

## **Food and Beverages**

The contract. The Hotel can serve up to 5% more guests than the guaranteed number of guests, up to a maximum of twenty (20) people, and only if room capacity allows it.

Prices quoted do not include taxes or service and are per person, unless otherwise stated. All food and beverage prices are subject to provincial (9.975%) and federal (5.00%) taxes, as well as a 12.5% service charge and a 5.5% administration fee. All food and beverages served in banquet rooms are provided exclusively by Hotel Nelligan.

For groups with more than one choice of main course, the number of each selected course must be confirmed no later than seventy-two (72) hours prior to the date of the event. These selections must be given to your group service coordinator by table number, name, and selection.

Due to licensing requirements and quality control issues, all food and beverages served on the Hotel premises must be supplied and prepared by the Hotel.

## **Food Restrictions and Allergies**

- We will be happy to provide alternatives for people with dietary restrictions.
- Special requests must be made five (5) business days before the event.
- If one of your guests has an allergy of any kind, it is crucial that you notify us by specifying the guest's full name and the nature of the allergy, so that his or her meal may be prepared in the best possible conditions.

### **Bar Service**

If you choose the open bar option for your event, the Hotel does not provide a shooter service.

### Music

- o For events that include a DJ or group of musicians, copyright fees (SOCAN) will apply in compliance with the law.
- The performer you hired will have to sign a clause with our venue regarding the maximum sound volume not to be exceeded.

## **Conditions and Information**

## **Parking**

- o Our valet service is available upon availability only.
- \$42 per night, per car, at no extra charge for comings and goings during the day
- \$25 for your event according to availability

Please note that parking rates are subject to change at any time without notice.

## **Electricity**

If your event requires different electrical standards than those installed at our venue, a \$250 charge will apply.

## **Security service**

Security is available at \$40 per hour per security guard for a minimum of three (3) hours.

#### Decor

- The top of the candles must not exceed 2 inches from the edge of the candlestick, so that the flame is always 1 inch under the edge of its container.
- Smoke machines are not allowed.
- o Nails, tacks, and adhesive tape are strictly forbidden.

A penalty may apply.

## **External suppliers**

- o All external product or supplier at our venue must be identified and approved by your group service coordinator.
- A list of each supplier's name and contact information, as well as a list of all rented items must be provided to your group coordinator five (5) business days before the event.

NB: The Hotel is not responsible for assembling chair covers. This task remains your supplier's responsibility. An additional \$100 in labour fees will be charged if you want the Hotel to assemble chair covers.

## **Theft and Damage to Property**

The Hotel is not liable for damaged and/or stolen items stored at our venue. Please keep valuables in your possession.

