



**COAST**  
coal harbour  
vancouver hotel™  
by **APA**

# wedding packages



# reception

## WELCOME RECEPTION

\$35.00 per person (25 PERSON MINIMUM)

Flavored water station

**Smoked salmon**

Served on a rye cranberry cracker, with mustard butter and pickled onion

**Roast turkey toast**

Brie spread, fresh strawberries

**Mushroom caps roasted vegetables**

Served with goat cheese **GF**

**Pemberton beef tenderloin**

Served on mini yorkshire pudding horseradish crème fraiche

**Charcuterie platter**

**Imported cheese platter**

**Crudité platter**

## DELUXE RECEPTION

\$60.00 per person (50 PERSON MINIMUM)

Flavored water station

**Sesame cone albacore tuna tartar**

Wasabi, sesame oil and micro greens

**Pemberton beef tenderloin**

Served on mini yorkshire pudding horseradish crème fraiche vegetable

**Quinoa falafel 'lollipops'**

Chimichurri sauce **GF / VG**

**Duck confit sausage rolls**

Duck confit, puff pastry, house mustard

**Crabcake**

Rock crab, shrimp, chipotle aioli

**Antipasto platter**

Grilled marinated vegetables, bocconcini, olives, artichokes, salami

**Crudité platter**

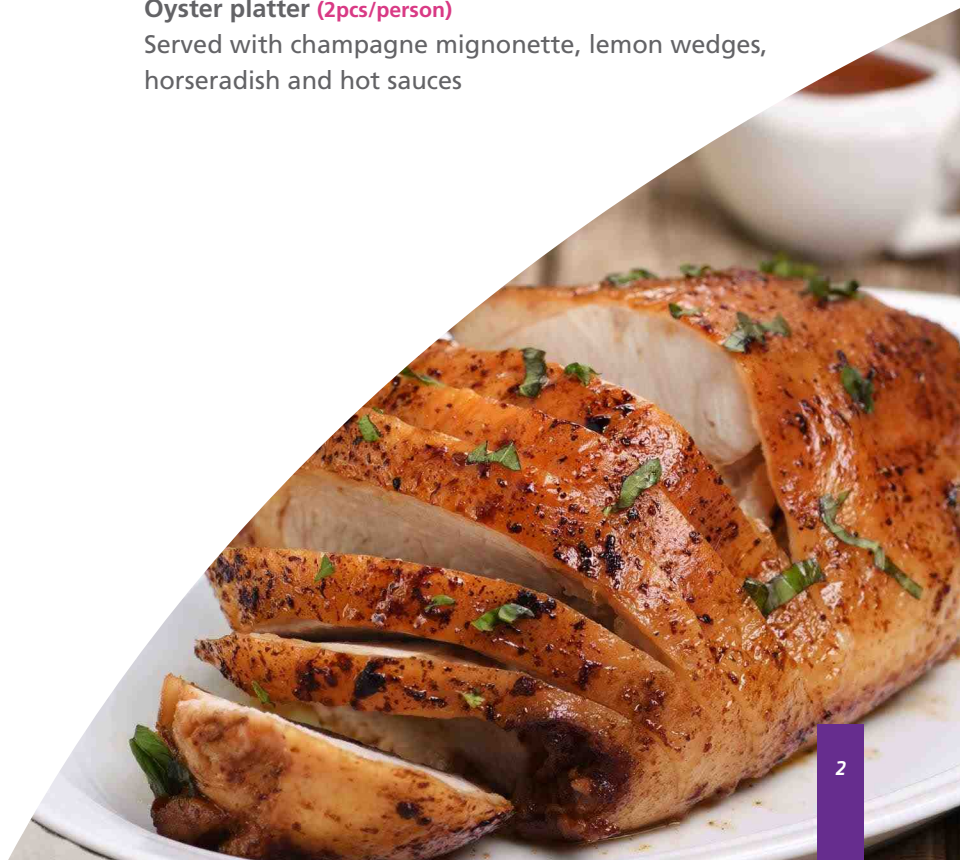
Fresh cut seasonal vegetables with house made dips

**Local artisan cheese**

A selection of local bc cheese with orchard fruit chutneys, crisps and crackers

**Oyster platter (2pcs/person)**

Served with champagne mignonette, lemon wedges, horseradish and hot sauces



# buffet

## tier 1 – the english bay | \$99

(50 person minimum)

Flavored water station

Served with Artisan Bread Rolls and Butter

### SALADS

Add \$5.00 per person for an additional salad choice

SELECT THREE

#### Baby greens

Shaved and pickled vegetables, spicy seeds, balsamic dressing gf/vegan

#### Spinach kale caesar

Croutons, parmesan and balsamic reduction

#### Quinoa with cranberry

Pumpkin seeds, fresh apple and citrus dressing **GF / VG**

#### Roasted cauliflower and yam

Braised lentil, cilantro lime and coriander dressing **GF / VG**

Caprese – heirloom grape tomatoes, bocconcini, arugula, balsamic reduction **GF**

### PLATTERS

Add \$5.00 per person for an additional platter choice

SELECT THREE

#### Crisp crudités and a variety of dips

Fresh cut seasonal vegetables with house made dips **GF / V**

#### Local charcuterie

Local and house made selection of sausage, salami and pâtés served with chutney, pickles, olives, crisps, flatbread and baguette

#### Local cheese board

A selection of local bc cheese with orchard fruit chutneys, crackers and crisps **V**

### ENTREES

Add \$10.00 per person for an additional entree choice

SELECT THREE

#### Slow braised 63 acres beef

Shaved thin, with balsamic thyme jus and pepper boursin

#### Buttermilk fried chicken

Served with jalapeño honey glaze

#### West coast salmon

Maple dijon bourbon glazed **GF**

#### Farmcrest chicken

Herb marinated, crispy prosciutto **GF**

#### Squash and sage ravioli

Almond pesto **V**

#### Italian vegan sausages

Served with wild mushrooms on a white bean cassoulet **GF / VG**

### SIDES

Creamy garlic and thyme mashed potato **GF / V**

7 Grain rice pilaf cranberry, leeks and pumpkin seeds **GF / VG**

Melange of season vegetables **GF/VG**

### DESSERT

INCLUDES:

Fresh Fruit Platter **GF / VG**

Lemon Tarts **V**

Sticky toffee pudding cake **V**

Tiramisu **V**

### ADD-ON LATE NIGHT SNACK

\$6.00 per person

SELECT 1

Mini Poutine

Pulled Pork Sliders

Flatbread

Nachos

Hot wings

# buffet

## tier 2 – the bowen island | \$120

(50 person minimum)

### WELCOME RECEPTION

SELECT THREE

Flavored water station included

#### BLT

House cured bacon, oven dried local tomato, lettuce stack, mayo, brioche

#### Baby tomato & bocconcini skewer

Mustard green, pesto marinade **GF / V**

#### Compressed watermelon and feta bite

Rooftop mint and balsamic syrup **GF / V**

#### Vegan mini taco

Served with vegan crumble and guacamole avocados **GF / VG**

#### Pickle brined buttermilk fried chicken bites

Jalapeño honey **GF**

#### Vegetable quinoa falafel “lollipops”

Served with chimichurri sauce **VG/GF**

#### Duck confit sausage rolls

Duck confit, puff pastry, house mustard

#### Arancini leek

Grana padano, marinara dip **V**

### BUFFET

Served with Artisan Bread Rolls and Butter

### SALADS

Add \$5.00 per person for an additional salad choice

SELECT THREE

#### Baby greens

Shaved and pickled vegetables, spicy seeds, balsamic dressing **gf/vegan**

#### Spinach kale caesar

Croutons, parmesan and balsamic reduction

#### Quinoa with cranberry

Pumpkin seeds, fresh apple and citrus dressing **GF / VG**

#### Roasted cauliflower and yam

Braised lentil, cilantro lime and coriander dressing **GF / VG**

#### Caprese

heirloom grape tomatoes, bocconcini, arugula, balsamic reduction **GF**

### PLATTERS

Add \$5.00 per person for an additional platter choice

SELECT ONE

#### Crisp crudités and a variety of dips

Fresh cut seasonal vegetables with house made dips **GF / V**

#### Local charcuterie

Local and house made selection of sausage, salami and pâtés served with chutney, pickles, olives, crisps, flatbread and baguette

#### Local cheese board

A selection of local bc cheese with orchard fruit chutneys, crackers and crisps **V**

#### Sushi and Sashimi

Assortment of rolls and sashimi with traditional sushi garnish **GF**

Add \$5.00 per person if selected



# buffet

## tier 3 – the mount pleasant | \$149

(50 person minimum)

### WELCOME RECEPTION

SELECT THREE

Flavored water station included

Welcome drink included (wine, beer, champagne)

#### BLT

House cured bacon, oven dried local tomato, lettuce stack, mayo, brioche

#### Baby tomato & bocconcini skewer

Mustard green, pesto marinade **GF / V**

#### Compressed watermelon and feta bite

Rooftop mint and balsamic syrup **GF / V**

#### Vegan mini taco

Served with vegan crumble and guacamole avocados **GF / VG**

#### Pickle brined buttermilk fried chicken bites

Jalapeño honey **GF**

#### Vegetable quinoa falafel “lollipops”

Served with chimichurri sauce **VG/GF**

#### Duck confit sausage rolls

Duck confit, puff pastry, house mustard

#### Arancini leek

Grana padano, marinara dip **V**

#### Pemberton Beef Tenderloin

Served on mini Yorkshire pudding horseradish crème fraiche

### BUFFET

Served with Artisan Bread Rolls and Butter

### SALADS

Add \$5.00 per person for an additional salad choice

SELECT FOUR

#### Baby greens

Shaved and pickled vegetables, spicy seeds, balsamic dressing **gf/vegan**

#### Spinach kale caesar

Croutons, parmesan and balsamic reduction

#### Quinoa with cranberry

Pumpkin seeds, fresh apple and citrus dressing **GF / VG**

#### Roasted cauliflower and yam

Braised lentil, cilantro lime and coriander dressing **GF / VG**

#### Caprese

heirloom grape tomatoes, bocconcini, arugula, balsamic reduction **GF**

### PLATTERS

Add \$5.00 per person for an additional platter choice

SELECT TWO

#### Crisp crudités and a variety of dips

Fresh cut seasonal vegetables with house made dips **GF / V**

#### Local charcuterie

Local and house made selection of sausage, salami and pâtés served with chutney, pickles, olives, crisps, flatbread and baguette

#### Local cheese board

A selection of local bc cheese with orchard fruit chutneys, crackers and crisps **V**

#### Sushi and Sashimi

Assortment of rolls and sashimi with traditional sushi garnish **GF**

Add \$5.00 per person if selected

# buffet

## ENTREES

Add \$10.00 per person for an additional entree choice  
SELECT THREE

### Prime rib carvery station

Black pepper cheddar popovers, mushroom port demi, horseradish and mustard.

Add \$15/person if selected (includes carvery fee)

### Porchetta carvery station

Herb rubbed, mustard mojo and chimichurri **GF**

Add \$10/person if selected (includes carvery fee)

### Slow braised 63 acres beef

Shaved thin, with balsamic thyme jus and pepper boursin

### Buttermilk fried chicken

Served with jalapeño honey glaze **West coast salmon**

Maple dijon bourbon glazed **GF**

### Farmcrest chicken

Herb marinated, crispy prosciutto **GF**

### Squash and sage ravioli

Almond pesto **V**

### Italian vegan sausages

Served with wild mushrooms on a white bean cassoulet **GF / VG**

## SIDES

Creamy garlic and thyme mashed potato **GF/ V**

7 Grain rice pilaf cranberry, leeks and pumpkin seeds **GF/ VG**

Melange of season vegetables **GF/VG**

## DESSERT

INCLUDES:

Fresh Fruit Platter **GF / VG**

Lemon Tarts **V**

Sticky toffee pudding cake **V**

Tiramisu **V**

## ADD-ON LATE NIGHT SNACK

\$6.00 per person

SELECT 1

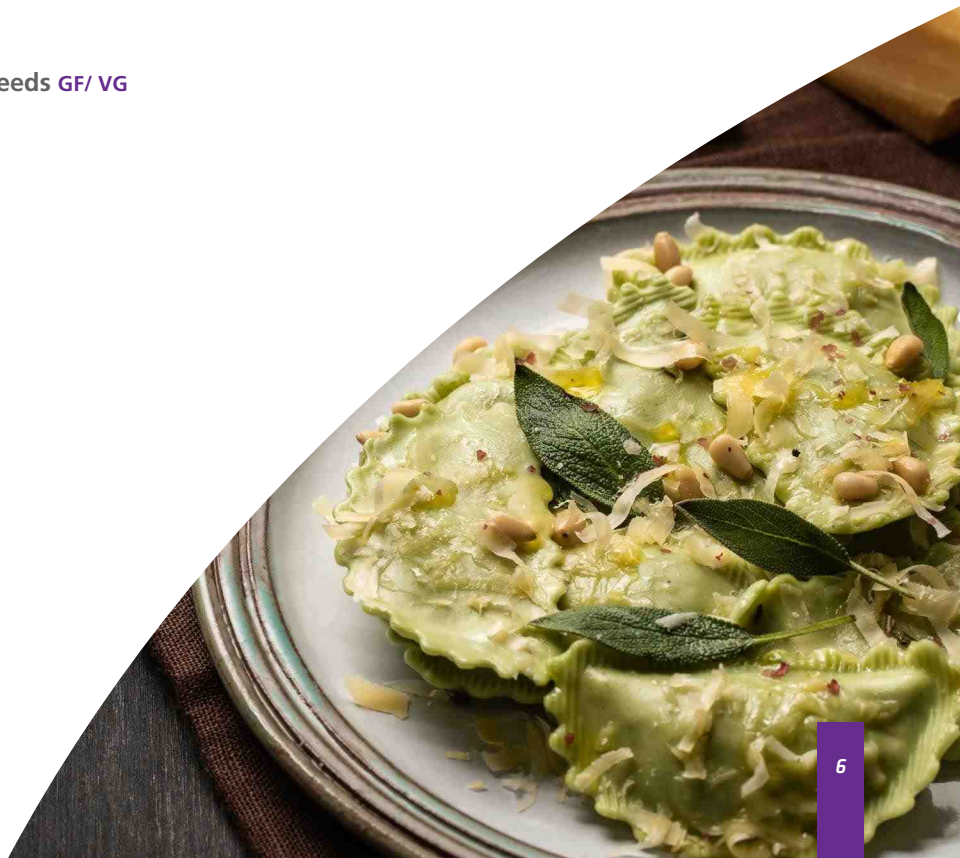
Mini Poutine

Pulled Pork Sliders

Flatbread

Nachos

Hot wings



# buffet

## CARVERY

SELECT ONE

### Prime rib carvery station

Black pepper cheddar popovers, mushroom port demi, horseradish and mustard.

Add \$15/person if selected (includes carvery fee)

### Porchetta carvery station

Herb rubbed, mustard mojo and chimichurri GF

Add \$10/person if selected (includes carvery fee)

## ENTREES

Add \$10.00 per person for an additional entree choice

SELECT TWO

### Slow braised 63 acres beef

Shaved thin, with balsamic thyme jus and pepper boursin

### Buttermilk fried chicken

Served with jalapeño honey glaze

### West coast salmon

Maple dijon bourbon glazed GF

### Farmcrest chicken

Herb marinated, crispy prosciutto GF

### Squash and sage ravioli

Almond pesto V

### Italian vegan sausages

Served with wild mushrooms on a white bean cassoulet GF / VG

## SIDES

Creamy garlic and thyme mashed potato GF / V

7 Grain rice pilaf cranberry, leeks and pumpkin seeds GF / VG

Melange of season vegetables GF/VG

## DESSERT

INCLUDES:

Fresh Fruit Platter GF / VG

Lemon Tarts V

Sticky toffee pudding cake V

Tiramisu V

Cheesecake with concord grape and port compote

French macarons

## ADD-ON LATE NIGHT SNACK

\$6.00 per person

SELECT 1

Mini Poutine

Pulled Pork Sliders

Flatbread

Nachos

Hot wings



# reception - plated dinner

## tier 1 - the bc place | \$105

Served with Artisan Bread Rolls and Butter

### APPETIZER

SELECT ONE FOR THE GROUP

#### Spinach & kale caesar salad

Classic house-made dressing, croissant croutons, parmesan cheese, and white balsamic drizzle

#### Strawberry spinach salad

Candied pecans, goat cheese, poppy seeds dressing **GF / V**

#### Kabocha squash red curry and ginger soup **GF / V**

#### Okanagan pear salad

Blueberry, baby greens, gorgonzola, sweet & sour lemon vinaigrette **GF / V**

#### Barnston island hand cut baby leaves salad

Pickled & shaved veggies, tomatoes, candied seeds, birch syrup vinaigrette **GF / VG**

### ENTREES

SELECT ONE FOR THE GROUP

**Additional Entrée Selection \$10 per guest**

**Name Cards & Seating Charts are required for pre-selected choice menu**

#### Farmcrest chicken breast supreme

Yam mascarpone purée, broccolini, red wine demi

#### Wild sockeye salmon

Citrus brined, pan seared, orange soy glaze, rainbow carrots, herbed roasted fingerling potato **GF**

#### Cauliflower "steak"

Marinated and grilled, shakshuka sauce, swiss chard and lentils **GF / VG**

#### Roasted squash ravioli

Crispy sage, arugula pesto **V**

### DESSERT

SELECT ONE FOR THE GROUP

#### Cheesecake

Salted caramel, cashew crumble **V**

#### Dark chocolate pâté

Marshmallow fluff, pistachio **GF / V**

#### Coconut panna cotta

Grilled pineapple salsa, roasted coconut ribbons **GF/VG**

### ADD-ON LATE NIGHT SNACK

**\$6.00 per person**

SELECT 1

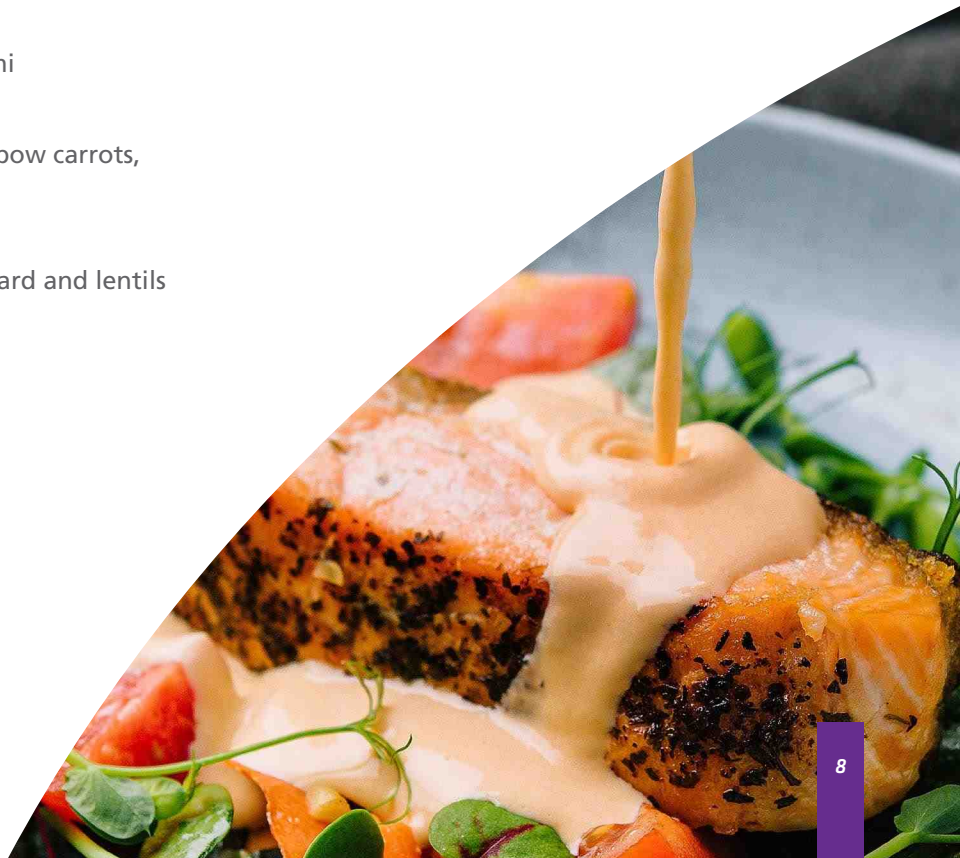
Mini Poutine

Pulled Pork Sliders

Flatbread

Nachos

Hot wings





# reception - plated dinner

## tier 2 - the false creek | \$119

Served with Artisan Bread Rolls and Butter

### WELCOME RECEPTION

SELECT THREE

Flavored water station included

#### BLT

House cured bacon, oven dried local tomato, lettuce stack, mayo, brioche

#### Baby tomato & bocconcini skewer

Mustard green, pesto marinade **GF / V**

#### Compressed watermelon and feta bite

Rooftop mint and balsamic syrup **GF / V**

#### Vegan mini taco

Served with vegan crumble and guacamole avocados **GF / VG**

#### Pickle brined buttermilk fried chicken bites

Jalapeño honey **GF**

#### Vegetable quinoa falafel "lollipops"

Served with chimichurri sauce **VG/GF**

#### Duck confit sausage rolls

Duck confit, puff pastry, house mustard

#### Arancini leek

Grana padano, marinara dip **V**

### PLATED

Served with Artisan Bread Rolls and Butter

### APPETIZER

SELECT ONE FOR THE GROUP

#### Spinach & kale caesar salad

Classic house-made dressing, croissant croutons, parmesan cheese, and white balsamic drizzle

#### Strawberry spinach salad

Candied pecans, goat cheese, poppy seeds dressing **GF / V**

#### Kabocha squash red curry and ginger soup **GF / V**

#### Okanagan pear salad

Blueberry, baby greens, gorgonzola, sweet & sour lemon vinaigrette **GF / V**

#### Barnston island hand cut baby leaves salad

Pickled & shaved veggies, tomatoes, candied seeds, birch syrup vinaigrette **GF / VG**

### ENTREES

SELECT ONE FOR THE GROUP

**Additional Entrée Selection \$10 per guest**

**Name Cards & Seating Charts are required for pre-selected choice menu**

#### Braised "48 hour" short rib

Cabernet jus, potato puree, orange salsa, seasonal vegetables **GF**

#### Farmcrest chicken breast supreme

Yam mascarpone purée, broccolini, red wine demi **GF**

#### Wild sockeye salmon

Citrus brined, pan seared, orange soy glaze, rainbow carrots, herbed roasted fingerling potato **GF**

#### Cauliflower "steak"

Marinated and grilled, shakshuka sauce, swiss chard and lentils **GF / VG**

#### Roasted squash ravioli

Crispy sage, arugula pesto **V**

### DESSERT

SELECT ONE FOR THE GROUP

#### Cheesecake

Salted caramel, cashew crumble **V**

#### Dark chocolate pâté

Marshmallow fluff, pistachio **GF / V**

#### Coconut panna cotta

Grilled pineapple salsa, roasted coconut ribbons **GF/VG**

### ADD-ON LATE NIGHT SNACK

**\$6.00 per person**

SELECT 1

Mini Poutine

Nachos

Pulled Pork Sliders

Hot wings

Flatbread

# reception - plated dinner

## tier 3 - the stanley park | \$145

Served with Artisan Bread Rolls and Butter

### WELCOME RECEPTION

SELECT THREE

Flavored water station included

#### BLT

House cured bacon, oven dried local tomato, lettuce stack, mayo, brioche

#### Baby tomato & bocconcini skewer

Mustard green, pesto marinade **GF / V**

#### Compressed watermelon and feta bite

Rooftop mint and balsamic syrup **GF / V**

#### Vegan mini taco

Served with vegan crumble and guacamole avocados **GF / VG**

#### Pickle brined buttermilk fried chicken bites

Jalapeño honey **GF**

#### Vegetable quinoa falafel "lollipops"

Served with chimichurri sauce **VG/GF**

#### Duck confit sausage rolls

Duck confit, puff pastry, house mustard

#### Arancini leek

Grana padano, marinara dip **V**

#### Pemberton Beef Tenderloin

Served on mini Yorkshire pudding horseradish crème fraiche

### PLATED

Served with Artisan Bread Rolls and Butter

### APPETIZER

SELECT ONE FOR THE GROUP

#### Spinach & kale caesar salad

Classic house-made dressing, croissant croutons, parmesan cheese, and white balsamic drizzle

#### Strawberry spinach salad

Candied pecans, goat cheese, poppy seeds dressing **GF / V**

#### Kabocha squash red curry and ginger soup **GF / V**

#### Okanagan pear salad

Blueberry, baby greens, gorgonzola, sweet & sour lemon vinaigrette **GF / V**

#### Barnston island hand cut baby leaves salad

Pickled & shaved veggies, tomatoes, candied seeds, birch syrup vinaigrette **GF / VG**

### ENTREES

SELECT ONE FOR THE GROUP

**Additional Entrée Selection \$10 per guest**

**Name Cards & Seating Charts are required for pre-selected choice menu**

#### Angus beef tenderloin

Garlic rustic mash, smoked mushroom, seasonal vegetables, bourbon demi, honey butter

#### Farmcrest chicken breast supreme

Yam mascarpone purée, broccolini, red wine demi **GF**

#### Wild sockeye salmon

Citrus brined, pan seared, orange soy glaze, rainbow carrots, herbed roasted fingerling potato **GF**

#### Cauliflower "steak"

Marinated and grilled, shakshuka sauce, swiss chard and lentils **GF / VG**

#### Roasted squash ravioli

Crispy sage, arugula pesto **V**

### DESSERT

SELECT ONE FOR THE GROUP

#### Tiramisu

#### Lemon Tarts

#### Fresh Fruit Platter **GF / V**

#### Local Artisan Cheese Board

#### Cheesecake

#### Assorted French Macarons

### ADD-ON LATE NIGHT SNACK

**\$6.00 per person**

SELECT 1

Mini Poutine

Pulled Pork Sliders

Flatbread

Nachos

Hot wings

# banquet wines

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## WHITE

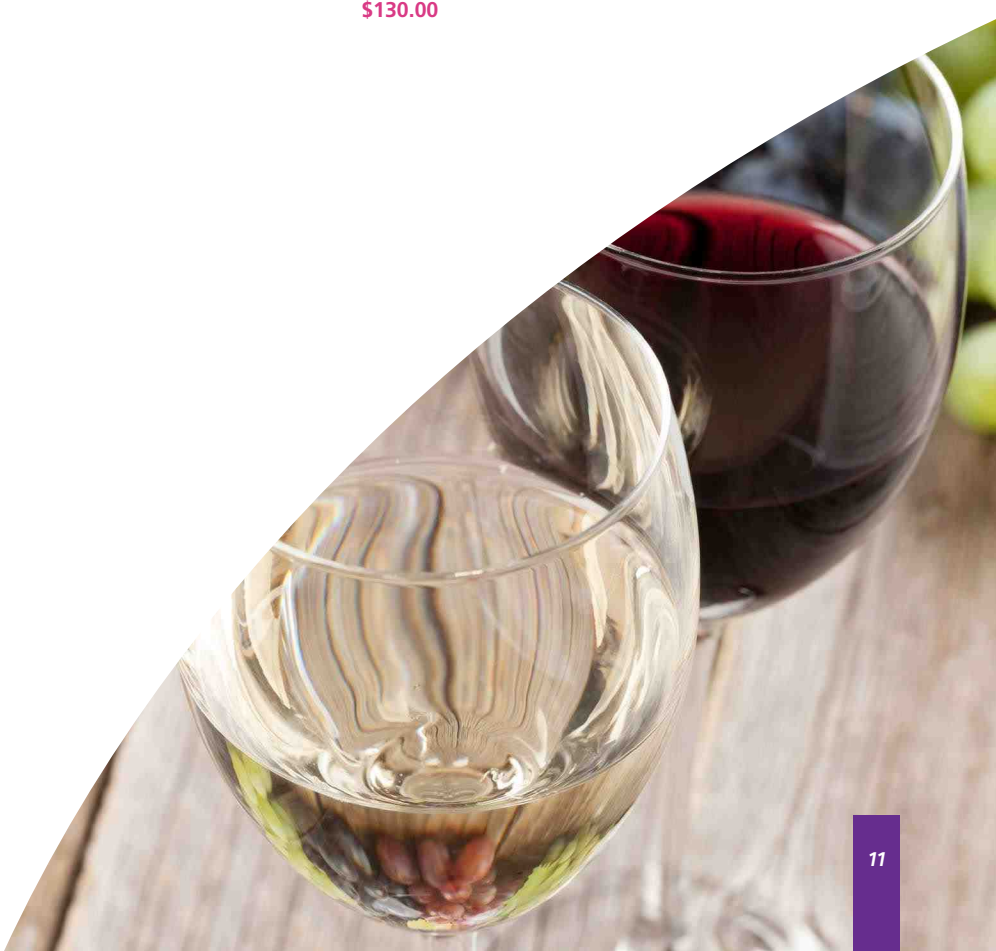
Peller Estate VQA, Sauvignon Blanc, British Columbia	\$48.00
Red Rooster, Pinot Blanc, British Columbia	\$50.00
Sandhill , Sauvignon Blanc, British Columbia	\$57.00
Sandhill Pinot Gris, British Columbia	\$57.00
Gray Monk, Ehrenfelser, British Columbia	\$50.00
Burrowing Owl, Chardonnay, British Columbia	\$77.50

## RED

Peller Estate Vqa, Cabernet Merlot, British Columbia	\$48.00
Red Rooster, Merlot, British Columbia	\$54.00
Sandhill, Cabernet Merlot, British Columbia	\$58.00
Quails Gate, Pinot Noir, British Columbia	\$60.00
Burrowing Owl, Syrah, British Columbia	\$77.00

## BUBBLES

Bottega Prosecco, Italy	\$55.00
Chamdeville, France	\$55.00
Veuve Cliquot, France	\$130.00



# banquet bar

	HOST	CASH
Deluxe cocktails	\$10.00	\$11.00
House wine by the glass	\$10.00	\$11.00
Local beer	\$10.00	\$11.00
Local craft & import	\$10.50	\$10.00
Bottled beer coolers & ciders	\$10.50	\$11.00
Soft drinks or juices	\$6.00	\$7.50
Mineral water	\$8.00	\$8.50
Liqueurs	\$13.50	\$14.50
Martinis & specialty cocktails	\$15.50	\$16.00

Fruit punch **\$135.00 per gallon 1 gallon | serves 30 guests**

Liquor punch **\$210.00 per gallon 1 gallon | serves 30 guests**

Sparkling wine punch **\$200.00 per gallon 1 gallon | serves 30 guest**

## HOST BAR

All beverages consumed are to be paid for by the host. Host prices are subject to an additional 6.5% Administration Fee, 12% Gratuities, 5% gst and 10% pst. We recommend one host bar per 75 people. Should consumption be less than \$400.00 In sales per bartender, A bartender fee of \$150.00 Will apply to each bar (\$250.00 On statutory holidays)

## CASH BAR

Guests are responsible for paying for their own beverages. Cash prices include taxes. Should consumption be less than \$400.00 In sales per bartender, a bartender fee of \$150.0 (\$250 On statutory holidays) will apply and a cashier fee of \$100.00 (\$150.00 On statutory holidays) will apply per bar and cashier station.



# booking guidelines

## FUNCTION GUARANTEES

THE HOTEL REQUIRES AN APPROXIMATE GUEST COUNT 30 DAYS PRIOR TO THE EVENT DATE. BANQUET EVENT ORDERS (BEO'S) WILL BE ISSUED 10 DAYS PRIOR TO YOUR EVENT. BEO'S NEED TO BE SIGNED AND RETURNED A MINIMUM OF 7 BUSINESS DAYS PRIOR TO YOUR EVENT.

A FINAL GUARANTEE IS REQUIRED 3 BUSINESS DAYS PRIOR TO THE EVENT AND THIS IS TO INCLUDE PRE-SELECTIONS OF MEALS AND DIETARY RESTRICTIONS. IF THE GUARANTEE IS NOT RECEIVED ON TIME, THE HOTEL RESERVES THE RIGHT TO PREPARE AND CHARGE FOR THE ORIGINAL NUMBER CONTRACTED, OR THE ACTUAL NUMBER OF GUESTS, WHICHEVER IS GREATER.

THE HOTEL WILL PREPARE 3% ABOVE THE GUARANTEE NUMBER. SHOULD THE NUMBER OF GUESTS ATTENDING THE FUNCTION DIFFER FROM THE ORIGINAL CONTRACT, THE HOTEL RESERVES THE RIGHT TO PROVIDE AN ALTERNATE FUNCTION ROOM.

IF THE AGREED UPON ROOM SET UP NOTED ON THE BEO IS CHANGED AFTER A ROOM HAS BEEN SET OR WITHIN 24 HOURS AN ADDITIONAL LABOUR CHARGE OF \$40 per STAFF, per HOUR MAY APPLY FOR ANY REQUESTED CHANGES.

ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. PRICES WILL BE CONFIRMED NO MORE THAN FOUR MONTHS PRIOR TO THE FUNCTION DATE.

**ALL FOOD & BEVERAGE CONSUMED IN THE HOTEL IS TO BE PROVIDED BY THE COAST COAL HARBOUR VANCOUVER HOTEL BY APA**

DUE TO LICENSING REQUIREMENTS AND QUALITY CONTROL ISSUES, ALL FOOD AND BEVERAGE TO BE SERVED ON HOTEL PROPERTY MUST BE SUPPLIED AND PREPARED BY COAST COAL HARBOUR VANCOUVER HOTEL BY APA. IN ACCORDANCE WITH BC LIQUOR LAWS, ALL ALCOHOLIC BEVERAGES CONSUMED IN LICENSED AREAS MUST BE PURCHASED BY THE HOTEL THROUGH THE BC LIQUOR DISTRIBUTION BOARD; LIQUOR SERVICE IS NOT PERMITTED AFTER 1:00AM, 12:00AM ON SUNDAYS & HOLIDAYS

## ALLERGIES

IN THE EVENT THAT ANY GUEST IN YOUR GROUP HAS FOOD ALLERGIES THE CLIENT SHALL PROVIDE THE HOTEL, IN WRITING, THE DETAILS INCLUDING NAMES AND NATURE OF THEIR ALLERGIES. SPECIAL DIETARY RESTRICTIONS MAY BE MET IF NOTIFIED 72 HOURS PRIOR TO THE EVENT. WE UNDERTAKE TO PROVIDE, UPON REQUEST, FULL INFORMATION ON THE INGREDIENTS OF ANY ITEMS SERVED TO YOUR GROUP.

## CANCELLATION POLICY

CANCELLATION OF A CONFIRMED EVENT LESS THAN 30 DAYS PRIOR TO THE START DATE WILL RESULT IN A CANCELLATION CHARGE OF 100% OF THE TOTAL CHARGES. CANCELLATIONS MUST BE RECEIVED IN WRITING TO THE ATTENTION OF THE CATERING MANAGER.

## AUDIO VISUAL AND OUTSIDE AUDIO VISUAL FEE

WE PROVIDE FULL AUDIO SERVICES THROUGH ENCORE. IN THE EVENT THAT YOU WANT TO PROVIDE YOUR OWN AV SUPPLIER AN ADDITIONAL CHARGE WILL APPLY. PLEASE ASK YOUR CATERING MANAGER FOR DETAILS.

## MUSIC TARIFFS

SOCAN, THE SOCIETY OF COMPOSERS, AUTHORS, AND MUSIC PUBLISHERS OF CANADA AND RE:SOUND, THE CANADIAN NOT-FOR-PROFIT MUSIC LICENSING COMPANY DEDICATED TO OBTAINING FAIR COMPENSATION FOR ARTIST AND RECORDING COMPANIES FOR THEIR PERFORMANCE RIGHTS HAS A LICENSE FEE FOR EACH EVENT HELD WHERE MUSIC IS PLAYED, LIVE OR RECORDED. THESE FEES ARE COLLECTED BY THE HOTEL AND SUBMITTED TO SOCAN AND RE: SOUND DIRECTLY. ALL MUSIC TARIFF FEES ARE CHARGED BASED ON THE FUNCTION ROOM OF THE EVENT. YOUR CATERING MANAGER CAN PROVIDE YOU WITH DETAILED PRICING PERTAINING TO MUSIC TARIFF FEES.

## FEES & TAXES

FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE. CURRENT TAXES ARE APPLICABLE AS FOLLOWS:

FOOD: 12% GRATUITY, 6.5% ADMINISTRATION FEE AND

5% GST LABOUR CHARGE: 5% GST

ALCOHOLIC BEVERAGES: 12% GRATUITY, 6.5 ADMINISTRATION FEE % PLUS GST AND 10% PST

MISCELLANEOUS ITEMS: 5% GST AND 7% PST

AUDIO VISUAL: 23% SERVICE CHARGE (APPLICABLE ON EQUIPMENT ONLY) PLUS 5% GST AND 7% PST

ADDITIONAL BANQUET LABOUR: \$40.00 per HOUR MINIMUM 4 HOURS per SERVER PLUS 5% GST

## SECURITY

SECURITY ARRANGEMENTS MUST BE CONTRACTED BY THE HOTEL AND INVOICED ACCORDINGLY. ANY EVENTS FOR PERSONS UNDER THE AGE OF 19 YEARS MUST HAVE ONE SECURITY OFFICER per 50 GUESTS, FOR THE DURATION OF THE EVENT.

## SIGNAGE

YOUR SIGNAGE MAY ONLY BE DISPLAYED DIRECTLY OUTSIDE YOUR DESIGNATED MEETING ROOM. THE HOTEL RESERVES THE RIGHT TO REMOVE SIGNAGE THAT IS NOT PREPARED IN A PROFESSIONAL MANNER.

# booking guidelines

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## **GUEST PACKAGES & BOXES PLUS LOADING BAY**

DUE TO LIMITED STORAGE ON PROPERTY, WE CAN ONLY ACCEPT SHIPMENTS 2 DAYS PRIOR TO YOUR EVENT. ALL VENDORS ARE REQUIRED TO ADVISE THE CATERING MANAGER OF THEIR DELIVERY (IN VEHICLE HEIGHT OF 10"10" FOR THE LOADING BAY) ARRANGEMENTS FOR LEFT OVER BOXES MUST BE MADE PRIOR TO YOUR DEPARTURE. THE HOTEL IS NOT RESPONSIBLE FOR DAMAGE TO, OR LOSS OF, ANY ARTICLES LEFT ON THE PREMISES DURING OR FOLLOWING AN EVENT. ALL DELIVERIES MUST BE PROPERLY LABELED. YOUR CATERING AND/ OR BANQUET MANAGER CAN PROVIDE A SHIPPING LABEL FOR YOU. DELIVERIES MUST BE MADE TO THE RECEIVING / LOADING DOCK OF THE HOTEL. THE HOTEL WILL NOT ACCEPT DELIVERIES AT THE FRONT DOOR. UP TO 10 BOXES ARE COMPLIMENTARY. A CHARGE OF \$5.00 PER BOX FOR OVER 10 BOXES. PALLET IS CHARGED \$75 PER PALLET EACH WAY.

THE HOTEL WILL NOT BE RESPONSIBLE FOR EXHIBITS, DISPLAYS AND PRODUCTS LOCKED IN A FUNCTION ROOM. THE HOTEL WILL NOT RECEIVE OR SIGN FOR C.O.D SHIPMENT.

## **NON-SMOKING HOTEL**

ALL FUNCTION ROOMS AND FOYERS ARE DESIGNATED NON-SMOKING IN ACCORDANCE WITH THE CITY OF VANCOUVER BYLAWS.