

Your Storybook
Wedding was
inspired here



Wedding Package

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For a day to remember for the rest of your life...

The Edmonton Hotel Can Make Your Storybook Wedding Come True!

Our Executive Chef and our Sales and Catering team here at the Edmonton Hotel and Convention Centre take great pride in planning your special day.

Here at The Edmonton Hotel and Convention Centre we have the professional staff and expertise to make any special day a complete success. We can even arrange to have your wedding ceremony right here in the hotel.

We are committed to creating forever one moment at a time!

Select one of our Prestigious Banquet Rooms

- ✧ Banquet Rooms Accommodate 20-450 Guests
- ✧ We offer any AV Equipment Required
- ✧ Reception Area for Your Wedding
- ✧ Private Entrance
- ✧ Centerpieces for Tables

Special Features

- ✧ Group Discount Rates for Out of Town Guests to Stay in the Hotel
- ✧ Complimentary Jacuzzi Suite for the Bride & Groom (Based on minimum 200 guests)
- ✧ Free parking for 300 Vehicles
- ✧ Ethnic Menus Available on Request
- ✧ Complimentary Ballroom Rental (Ask our sales & catering team)

Your Every Wish,
Perfectly Granted...



Wedding Night Romance Packages

Complimentary Night

The Bride and Groom will enjoy a **Complimentary Night** in our Luxurious Jacuzzi Suite when booking a **wedding for 200 or more** guaranteed guests.

Heart to Heart Bridal Package

The Bride and Groom will enjoy this **Complimentary Wedding Package** when booking a **wedding for 250 or more** guaranteed guests, including:

- ≈ One Night Stay in our Luxurious Jacuzzi Suite
- ≈ Bottle of Chilled Champagne
- ≈ Foaming Bubble Bath
- ≈ Chocolate Dipped Strawberries
- ≈ Candles
- ≈ Roses

Sweet Dreams Jacuzzi Package

\$349. plus tax

- ≈ One Night Stay in our Luxurious Jacuzzi Suite
- ≈ Foaming Bubble Bath
- ≈ Chocolate Dipped Strawberries
- ≈ Bottle of Chilled Champagne
- ≈ 2 Keepsake Champagne Flutes
- ≈ One Dozen Roses
- ≈ Platter of Cheese & Crackers for 2
- ≈ Champagne Breakfast for Two in your Suite
- ≈ Bathrobes for use during your stay
- ≈ Late Check Out upon request

Real Love Stories Never Have An Ending...



Wedding Night Romance Packages (continued...)

Treasured Memories

\$199. plus tax

- ≈ One Night Stay in our King Executive Room
- ≈ Bottle of Sparkling Wine
- ≈ Chocolate Dipped Strawberries
- ≈ Breakfast for Two in the Café

Royal Jacuzzi Suite

\$209. plus tax

- ≈ One Night Stay in our Luxurious Jacuzzi Suite

To the world You May be
one Person, But to one
Person, You are the World...



Edmonton Hotel and Convention Centre Introduces...

The Any Day Wedding Alternative

Have you always considered Saturday as the only day for your wedding?

Consider this...

Book your wedding reception on any other day than Saturday and the Edmonton Hotel and Convention Centre will provide you and your guests with many special extras:

- ≈ A Complimentary Executive room (minimum 100 guests)
- ≈ Complimentary Coffee, Tea & Pop throughout the evening for your guests
- ≈ Complimentary Cake Cutting Service
- ≈ Complimentary Punch during the Cocktail Hour
- ≈ \$1.00 off the Midnight Lunch of your choice
- ≈ Special rates on Guest Room Bookings of 15 rooms or more
- ≈ Complimentary Centerpieces for the tables

To take part in this special offer, please consult with your sales and catering team.

Please Note: The above offer is subject to change without notice and not valid with any other promotion. There are no substitutions and it is not redeemable for cash.



General Information

Menus

Our enclosed menu package is designed to be used in conjunction with the assistance of our wedding planners and helpful staff.

Electrical

Connections to the hotel's electrical supply may only be used in association with the hotel manager's approval. Our maintenance staff will be pleased to assist you with any electrical help you require.

Outside Food

Complying with the City of Edmonton and Provincial Health Regulations, The Edmonton Hotel and Convention Centre will be the sole supplier of food with the exception of wedding cakes. Should guests wish to have personalized catering, a liability waiver must be signed and a surcharge and gratuities fee will be charged.

Security

The Edmonton Hotel and Convention Centre cannot assume liability or responsibility for damage to or loss of personal property during or following any Function.

Decorations

We offer different types of center pieces, although you can provide your own. Our catering staff would be more than happy to help with your setup needs.

Wedding Cakes

Due to the delicate nature of wedding cakes, we ask that a member of the wedding party or cake designer to take care of setting up the wedding cake.

Holidays

Please Note there will be a 15% surcharge for functions that occur on Statutory Holidays.



Cocktail Reception

(minimum 25 people)

The Open House Package

\$17.95 per person

- ≈ Spinach Dip in a Bread Bowl
- ≈ Fresh Garden Vegetables with Dip
- ≈ Sliced Fresh Fruit Platter
- ≈ Mixed Pickle & Olive Tray

Hot HorsD'oeuvres

\$19.99 includes 1 dozen each of:

- ≈ Jumbo Chicken Wings
 - Salt & Pepper, Hot Honey Garlic, BBQ, Teriyaki, Sweet & Sour, Lemon Pepper, Spicy Thai or plain*
- ≈ Sweet & Sour BBQ Meat Balls
- ≈ Coconut Breaded Shrimp served with Tartar Sauce
- ≈ Stuffed Cream Cheese Mushroom Caps
- ≈ BBQ Beef or Chicken Skewers
- ≈ Boneless Dry Garlic Ribs
- ≈ Vegetable Spring Rolls
- ≈ Vegetable Samosa
- ≈ Spinach Dip served with French Bread

Cold HorsD'oeuvres

\$20.99 includes 1 dozen each of:

- ≈ Poached Tiger Prawns with Cocktail Sauce
- ≈ Tomato Garlic Bruschetta served with Bread
- ≈ Smoke Salmon with Cream Cheese, Capers & Onion
- ≈ Devilled Eggs
- ≈ Honeydew Melon Wrapped with Prosciutto Ham
- ≈ Fruit Kabob with Yogurt Dressing
- ≈ Chocolate Dipped Strawberries

Signature Mirrors

- ≈ Smoked Meat & Cheeses \$13.00 per person
- ≈ Assorted Deli Sandwiches \$9.95 per person
- ≈ Sliced Fresh Fruit \$4.50 per person
- ≈ Squares & Pastries \$4.50 per person
- ≈ Fresh Garden Vegetables with Dip \$4.00 per person



Late Lunch

At the Stroke of Midnight

\$13.99 per person ~ A Selection of Deli Meats, Assorted Cheeses, Freshly Baked Buns, Fresh Vegetables with Dip, Dessert Squares, Coffee and Tea

New York Sliced Pizza

\$19.99 per large, 12 inch pizza

~ Freshly Kneaded, Italian Dough smothered with slow simmered, Pomodoro Pizza Sauce. Your choice of toppings include: Pepperoni & Mushroom, Hawaiian, Vegetarian, Cheese & Deluxe

Deluxe Cheese Board

\$199.99 (serves 30 - 40 guests)

~ Havarti Dill, Jalapeno, Garlic, Aged Cheddar, Smoked Gouda, Green Peppercorn Asiago, Fresh Fruit and Pickles

Sliced Cheese and Crackers

\$124.99 (serves 30-40 guests)

~ Marble, Cheddar, Swiss and Brie Cheese accompanied with a variety of Deluxe Crackers

Assorted Deli Meats

\$149.99 (serves 30-40 guests)

~ An Assortment of Sliced Salami, Pepperoni, Corned Beef, Smoked Turkey, & Ham, served with Fresh Buns & Condiments

Spice it Up

\$324.99 (serves 30, based on 2 pieces of each dish per person)

~ 5 Dozen each of Spicy That Wings, Vegetable Spring Rolls, Teriyaki Chicken Skewers, Boneless Pork Ribs and Sweet & Sour Meatballs. Served with Fortune Cookies for a unique touch



Late Lunch

It's a Party Platter

\$324.99 (serves 30, based on 2 pieces of each dish per person)
≈ 5 Dozen each of Chicken Wings**, Stuffed Mushroom Caps, BBQ Meatballs, Battered Shrimp with Cocktail Sauce and Honey Garlic Chicken Skewers. Served with Fresh Bread & Spinach Dip ** *Salt & Pepper, Hot Honey Garlic, BBQ, Teriyaki, Sweet & Sour Pepper, Spicy Thai or plain*

Pastry Tray

\$199.99 (serves 30-40 guests)
≈ Mini Sausage Rolls, Sausage Rolls and Mozzarella Sticks

Assorted Deli Style Sandwiches

\$129.99 (serves 30-40 guests)
≈ Deli Style Sandwiches made with Salami, Pepperoni, Beef, Turkey and Ham, served on White and Whole Wheat Bread

Sliced Fresh Fruit (In Season)

\$139.99 (serves 30-40 guests)
≈ Sliced, Seasonal Fresh Fruit including Cantaloupe, Melons, Grapes, Pineapple, Apples and Oranges

Assorted Delectable Square Tray

\$99.99 (serves 30-40 guests)
≈ A delicious assortment of Butter Tarts, Chocolate Brownies, Nanaimo Bars and Carrot Cake Squares



The Buffet Deluxe

(minimum 40 guests)

\$36.99 per person

Garde Manger

- ✧ Freshly Baked White & Multigrain Dinner Rolls
- ✧ Selection of Fresh Greens with House Dressing
- ✧ Mixed Vegetable Salad
- ✧ Potato Salad ✧ Greek Salad

Signature Mirrors

- ✧ Fresh Vegetable Platter with Ranch Dip
- ✧ Assorted Smoked Deli Meats Platter
- ✧ Selection of Mixed Pickles & Olives

Entrées

- (Choose One) ✧ Sliced Roast Beef with Jus Lie
- ✧ Oven Roasted Herb Chicken
 - ✧ Roast Loin of Pork with Red Currant Glaze
 - ✧ Roasted Turkey with Sage Stuffing
 - ✧ Cheddar & Potato Perogies with Cabbage Rolls in Marinara
 - ✧ Baked Ham with Honey Mustard Glaze

Chef's Sides

- ✧ Your Choice of Oven Roasted Potatoes, Baked Potato, Whipped Potatoes or Rice Pilaf
- ✧ Medley of Fresh Garden Vegetables

Dessert

- ✧ Chef's Selection of Cheesecake, Fruit Pies, Dainty Squares, Assorted Cakes and Fruit Trifle
 - ✧ Fresh, Seasonal Fruit and Domestic Cheeses
- ✧ Freshly Brewed Coffee & Tea

Less than 40 guests, please add \$3.00 per person 17% Gratuity and 5% GST are Applicable. Prices Subject to Change Without Notice.



The Buffet Royale

(minimum 40 guests)

\$39.99 per person

Garde Manger

- ≈ Freshly Baked White & Multigrain Dinner Rolls
- ≈ Mixed Greens with House Dressing
- ≈ Mixed Vegetable Marinade
- ≈ Potato Salad
- ≈ Greek Salad

Signature Mirrors

- ≈ Fresh Vegetable Platter with Ranch Dip
- ≈ Assorted Smoked Deli Meats Platter
- ≈ Selection of Mixed Pickles & Olives

Entrées

(Choose Two)

- ≈ Oven Roasted Herb Chicken
- ≈ Roasted Turkey with Sage Stuffing
- ≈ Sliced, Baked Ham with Honey Mustard Glaze
- ≈ Cheddar & Potato Perogies with Cabbage Rolls in Marinara
- ≈ Three Cheese Baked Lasagna Marinara
- ≈ Baked Ravioli in Tomato Sauce with Mozzarella Cheese

Carving Station – Chef in Attendance

(Choose One)

- ≈ Roasted, AAA Alberta Beef with its own Au Jus
- ≈ Baron of Beef with Pan Gravy
- ≈ Roast Loin of Pork

Chef's Sides

- ≈ Your Choice of Oven Roasted Potatoes, Baked Potato, Whipped Potatoes or Rice Pilaf
- ≈ Medley of Fresh Garden Vegetables

Dessert

- ≈ Chef's Selection of Cheesecake, Fruit Pies, Dainty Squares, Assorted Cakes and Fruit Trifle
- ≈ Fresh, Seasonal Fruit and Domestic Cheeses

- ≈ Freshly Brewed Coffee & Tea

Less than 40 guests, please add \$3.00 per person 17% Gratuity and 5% GST are Applicable. Prices Subject to Change Without Notice.



Wild Rose Buffet

(minimum 40 guests)

\$39.99 per person

Garde Manger

- ≈ Freshly Baked White & Multigrain Dinner Rolls
- ≈ Mixed Greens with House Dressing
- ≈ Mixed Vegetable Marinade
- ≈ Greek Salad
- ≈ Tomato Salad
- ≈ Potato Salad
- ≈ Olive Pasta Salad

Signature Mirrors

- ≈ Fresh Vegetable Platter with Ranch Dip
- ≈ Assorted Smoked Deli Meats Platter
- ≈ Peeled, Jumbo Tiger Prawns with Cocktail Sauce

Entrées

(Choose Two)

- ≈ Oven Roasted Herb Chicken
- ≈ Roasted Turkey with Sage Stuffing
- ≈ Cheddar & Potato Perogies
- ≈ Three Cheese Baked Lasagna Marinara
- ≈ Baked Ravioli in Tomato Sauce with Mozzarella Cheese

Carving Station – Chef in Attendance

(Choose One)

- ≈ Roasted, AAA Alberta Beef with its own Au Jus
- ≈ Baked Ham with Honey Mustard Glaze
- ≈ Roast Loin of Pork

Chef 's Sides

- ≈ Your Choice of Oven Roasted Potatoes, Baked Potato, Whipped Potatoes or Rice Pilaf
- ≈ Medley of Fresh Garden Vegetables

Dessert

- ≈ Chef's Selection of Cheesecake, Fruit Pies, Dainty Squares, Assorted Cakes and Fruit Trifle
- ≈ Fresh, Seasonal Fruit and Domestic Cheeses
- ≈ Freshly Brewed Coffee & Tea



Less than 40 guests, please add \$3.00 per person 17% Gratuity and 5% GST are Applicable. Prices Subject to Change Without Notice.

Western Buffet

\$42.99 per person

Garde Manger

- ≈ Freshly Baked White & Multigrain Dinner Rolls
- ≈ Mixed Greens with House Dressing
- ≈ Mixed Vegetable Marinade
- ≈ Greek Salad
- ≈ Tomato Salad
- ≈ Potato Salad
- ≈ Olive Pasta Salad

Signature Mirrors

- ≈ Fresh Vegetable Platter with Ranch Dip
- ≈ Assorted Smoked Deli Meats Platter
- ≈ Selection of Mixed Pickles & Olives

Entrées

(Choose Two)

- ≈ Roasted Turkey with Sage Stuffing
- ≈ Roast Loin of Pork
- ≈ Grilled Cornish Hen served with Morel Mushroom Sauce
- ≈ Cheddar & Potato Perogies with Cabbage Rolls in Marinara
- ≈ Grilled Salmon with Lemon Butter Sauce
- ≈ Baked Spinach & Ricotta Cannelloni served with Creamy Tomato Sauce

Carving Station – Chef in Attendance

(Choose One)

- ≈ Rosemary Crusted Leg of Lamb
- ≈ Roasted, AAA Alberta Beef with its own Au Jus
- ≈ Clove Stuffed Honey Glazed Ham Leg served with Apple Honey Sauce

Chef's Sides

- ≈ Your Choice of Oven Roasted Potatoes, Baked Potato, Whipped Potatoes or Rice Pilaf
- ≈ Medley of Fresh Garden Vegetables

Dessert

- ≈ Chef's Selection of Cheesecake, Fruit Pies, Dainty Squares, Assorted Cakes and Fruit Trifle ≈ Fresh, Seasonal Fruit and Domestic Cheeses
- ≈ Freshly Brewed Coffee & Tea

Less than 40 guests, please add \$3.00 per person 17% Gratuity and 5% GST are Applicable. Prices Subject to Change Without Notice.



Plate Service Dinner

(between 30 to 180 guests)

Soup

Choose One

- ≈ Clam Chowder
- ≈ Tomato Basil
- ≈ Hearty Chicken Noodle

Salad

- ≈ Traditional Caesar Salad
- ≈ Mediterranean Greek Salad
- ≈ Tossed Greens with Our House Dressing

Entrées : Choose a Combination of up to 3**

- ≈ 6oz Roast Pork Loin stuffed with Apples \$30.99
- ≈ 8oz Chicken Supreme with Mushroom Cabernet Sauce \$31.99
- ≈ Grilled, Cornish Hen with Morel Mushroom Sauce \$32.99
- ≈ 10oz Roasted AAA Alberta Strip Loin of Beef with Pan Gravy \$32.99
- ≈ Roasted Turkey with Sage Dressing \$32.99
- ≈ Chicken Cordon Bleu, 8oz Chicken Breast stuffed with Ham & Swiss Cheese \$33.99
- ≈ Grilled 8oz BC Salmon served with Lemon Butter Sauce \$33.99
- ≈ 8oz Fillet of Red Snapper served with Creamy Dill Sauce \$34.99
- ≈ 10oz Grilled Lamb Chop with Rosemary Sauce \$35.99
- ≈ AAA Alberta Prime Rib & Au Jus with Yorkshire Pudding \$36.99
- ≈ AAA Alberta Roasted Beef Tenderloin with Peppercorn Sauce \$37.99
- ≈ 8oz Duck Breast, grilled, then simmered in a Cointreau Orange Sauce \$38.99
- ≈ 8oz Lobster Tail, grilled, seasoned, then simmered in Cardinal Sauce \$39.99
- ≈ 8oz Bison, Elk or Venison Ribeye served in Wine Sauce \$40.99

Chef 's Sides

- ≈ Your Choice of Oven Roast Potatoes, Whipped Potatoes or Rice Pilaf
- ≈ Medley of Fresh Garden Vegetables

Dessert :

Choose One

- ≈ Cheesecake with Blueberry or Strawberry Topping
- ≈ Triple Chocolate Torte with Raspberry Coulis
- ≈ Tiramisu with Chocolate Sauce
- ≈ Deep Dish Apple Crisp with Caramel Drizzle

- ≈ Freshly Brewed Coffee & Tea included



** Combination Entrées require an exact count and guarantee of numbers. All additional changes during event require additional charges and time to serve food. Minimum 10 Guests per Entree.
**

Less than 30 guests, please add \$3.00 per person 17% Gratuity and 5% GST are Applicable. Prices Subject to Change Without Notice.

Wine List

Red

- ≈ Wolf Blass Yellow Label Cabernet (House Wine) Australia \$25
- ≈ Antinori, Santa Christina Sangiovese Italy \$26
- ≈ Yalumba Shiraz Viognier Australia \$27
- ≈ Fat Bastard Merlot France \$28
- ≈ Jackson Trigg's Cabernet Sauvignon Canada \$29
- ≈ Peter Lehmann Clancy's Australia \$30
- ≈ Peter Lehmann Barossa Shiraz Australia \$31
- ≈ Mission Hill Five Vineyards Cabernet/Merlot Bin88 Canada \$32
- ≈ Cedar Creek Merlot Canada \$33 VQA
- ≈ Rodney Strong, Knotty Vines Zinfandel USA \$34
- ≈ Shot Fire Barossa Quartage (Award Winning) Australia \$35
- ≈ Summer Hill Pinot Noir Canada \$36
- ≈ Red Rooster Merlot (Award Winning) Canada \$37
- ≈ Mission Hill Five Vineyards Pinot Noir Canada \$39 VQA

White

- ≈ Wolf Blass Yellow Label Chardonnay (House Wine) Australia \$25
- ≈ Jackson Trigg's Sauvignon Blanc Canada \$26
- ≈ Yellow Tail Semillon Sauvignon Blanc Australia \$27
- ≈ Fat Bastard Chardonnay (House Wine) France \$28
- ≈ Yalumba Oxford Landing Chardonnay Australia \$29
- ≈ Red Rooster Chardonnay (Award Winning) Canada \$30
- ≈ Antinori Orvieto Italy \$31
- ≈ Mission Hill Five Vineyards Pinot Grigio Canada \$32 VQA
- ≈ Mission Hill Five Vineyards Chardonnay 88 Canada \$38 VQA
- ≈ Robert Mondavi Sauvignon Blanc USA \$39

Sparkling

- ≈ Martini Rossi Asti (Sweet House Champagne) Italy \$25
- ≈ Henkell Trocken (Dry) Germany \$25
- ≈ Yellow Tail Bubbles (Medium) Australia \$25
- ≈ Moet & Chandon Blanc de Noir (Award Winner) France \$69
- ≈ Mumm Carte Classique Champagne France \$89
- ≈ Dom Perignon 1988 France \$249

Non Alcoholic

- ≈ Sutter Home Fre Chardonnay White USA \$19
- ≈ Sutter Home Fre Red USA \$19
- ≈ Sutter Home Fre Sparkling USA \$19

≈ Specialty Orders Welcome

≈ Minimum 14 Days Notice required prior to your event and based on availability. 17% Gratuity and 5% GST are Applicable. Prices Subject to Change Without Notice.



Bar and Beverage Service

Punch Bowls

(2 gallon/7.57 litre size, serves approx. 50 guests)

- ≈ Champagne Punch \$119.99
- ≈ Margarita Punch \$119.99
- ≈ Sangria Punch \$119.99
- ≈ Liquor Punch \$109.99
- ≈ Sparkling Wine Punch \$109.99
- ≈ Fruit Punch \$79.99

Cash and HostBar

Edmonton Hotel is pleased to offer both Cash & Host Bar arrangements. Should you require a Host Bar, all Beverage charges will be automatically billed to your account. All bars require an Edmonton Hotel Bartender.

	Host Bar	Cash Bar*
≈ Highballs	\$4.75	\$5.00
≈ Cocktails	\$4.75	\$5.00
≈ House Wine	\$4.75	\$5.00
≈ House Wine Bottle	\$24.99	\$26.00
≈ Domestic Beer	\$4.25	\$4.50
≈ Import Beer	\$4.75	\$5.00
≈ Coolers	\$4.75	\$5.00
≈ Soft Drinks	\$1.00	\$1.00
≈ Juice	\$2.00	\$2.00

*GST included in Prices

A labor charge of \$18 per hour, per bartender (minimum 4 hours each) will be applied to your account.

A Charge of \$18 per hour, per cashier or ticket seller applies for all cash bars.

Bar prices include soft drinks and juices when used as mixes.

Corkage Bar

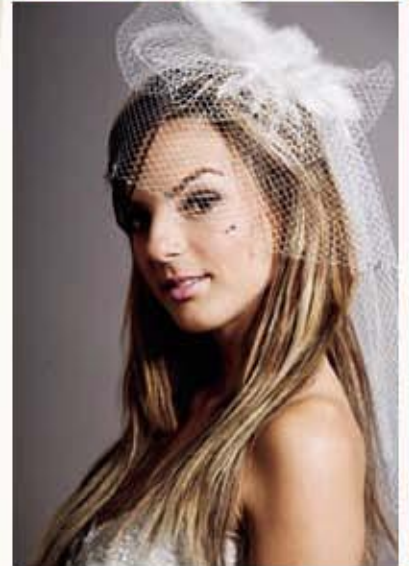
All bars require an Edmonton Hotel bartender. A labor charge of \$18 per hour, per bartender (minimum 3 hours each) will be applied to your account.

- ≈ Wine Corkage Fee \$3.49 per adult
- ≈ Bar Corkage Fee \$11.99 per adult

Ice, Glasses and Mix are included in the corkage fee.

Liquor, Permit and Bar Float must be arranged by the guest.

Alberta Liquor Laws prohibit Bar Service without the inclusion of food. All Food, Beverage & Service Costs are subject to a Service Cost and GST. Prices Subject to Change Without Notice.





Terms and Conditions

1. CONTRACT: To ensure that all requirements are stated as agreed upon, we require that the customers sign a copy of their contract and return the contract to the sales and catering office no later than 30 days prior to the function. The contract(s) will explain the date(s), times, attendance, room rental and set up details, and catering selections. In order to ensure payment plan, we require a credit card number to hold a banquet room date.

2. GUARANTEED NUMBER: The catering office must be notified of the guaranteed number of guests attending the function(s) no later than 12:00 pm (Noon), 7 business days prior to the event. The hotel will set for an additional five percent (5%) over the guaranteed number or the number actually served, which ever is greater. If a guarantee is not received, all charges will be based upon the expected number or the actual attendance, which ever is greater. A minimum number of guests are expected for some buffet meals, should your number of attendee's drop below that minimum a surcharge of \$3.00 per person will apply. Please note that for significant drops or increase in the numbers of anticipated guests, we reserve the right to relocate the function to a more suitable room with prior notification. A decrease in number of people attending may have an impact on room rental charges as signed in the contract.

3. FOOD AND BEVERAGE: The Edmonton Hotel and Convention Centre will be the sole supplier of All Food and Beverage items required due to the Provincial Health Regulations. Exceptions may be made for wedding cakes and specialty items, subject to general manager's approval. Safety regulations prohibit the removal of food from the Edmonton Hotel and Convention Centre for any reason; all food and beverage items must be consumed on premises.

4. MENU SELECTION: All prices are subject to change and will be confirmed no more than 90 days prior to the event. A service gratuity of 17% will be applied to all food and beverage services. Note that all prices, including gratuities are subject to a 5% Goods and Services tax. Please advise your sales and catering representative of any food allergies, dietary restrictions or vegetarian requirements a minimum of 21 days prior to the function.

5. BAR COSTS & POLICIES: The Edmonton Hotel and Convention Centre will allow private functions to provide their own alcoholic beverages for their event provided the following conditions are met & complied with:

- The party or parties providing the alcoholic beverages must obtain and post a valid permit from the "Alberta Liquor and Gaming Commission" 48 hours prior to the event. Alcoholic beverages will not be permitted onto the premises without this permit.
- Wine or spirits not bottled by an "A.L.G.C." approved distiller will not be permitted inside the hotel facilities; this is inclusive of "homemade" wine, beer, liquors, etc.
- Hotel staff must be used to dispense all alcoholic beverages to guests. Any and all stock that remains from the function must be collected by the following day. The hotel assumes no responsibility for stock left on premises.
- A corkage fee of \$12.95 per person will apply for this service.
Bartender charge of \$18.00/hour for a minimum of 4 hours will be charged.

6. ENTERTAINMENT: All live and recorded entertainment is subject to a SOCAN (Society of Composers, Authors and Music Publishers of Canada) charge and is automatically applied to functions where applicable.

- 1 to 100 Guests : \$41.13 with dance or \$20.56 without dance
- 101 to 300 Guests : \$59.17 with dance or \$29.56 without dance
- 301 to 500 Guests : \$123.38 with dance or \$61.69 without dance
-

7. DISPLAYS OR DECORATING: The use of nail, tacks and tape on walls, doors or ceiling is strictly prohibited. The Edmonton Hotel and Convention Centre must approve any decorations or other items being displayed. All signage should be of professional quality. Please note that any damages occurring to the hotel property will be the responsibility of the organizer/convener and charges will apply.

8. DEPOSIT: A non-refundable initial deposit of \$1000.00 is required for all functions over 100 people at the time of booking. If under 100 people, a non-refundable deposit of \$500.00 is required. All non-refundable deposits will be applied to the final Invoice.





Terms and Conditions

9. PAYMENT: A credit card number is required in order to guarantee room rental. Payment will be based on guaranteed numbers, 50% of balance is due one month prior to the event by certified cheque or credit card. If paying by personal cheque please note we will need fourteen (14) working days to process payment. Please note that final payment may be adjusted as stipulated in clause #2 of these Terms and Conditions.

10. CANCELLATION POLICY: All cancellations and terminations must be in writing, email or fax and sent to the Edmonton Hotel and Convention Centre. Should the event be cancelled due to circumstances beyond control of the Edmonton Hotel and Convention Centre, damages to the customer shall be limited to a return of the deposit. Cancellation or Termination Charges, plus GST will be levied as follows:

- All cancellations and terminations made 30 days prior to the function date will be charged fifty percent (50%) of total estimated revenue on the contract and deposits will be forfeited.
- All cancellations and terminations made 7 - 14 days or less prior to the function date will be charged one hundred percent (100%) of the total estimated food and beverage revenue and deposits will be forfeited.
-

11. LIABILITY: The Edmonton Hotel and Convention Centre shall not be liable for non-performance of this contract when such nonperformance is attributed to large increases in attendance or the number of attendees exceeds the regulatory room capacity; labor troubles, disputes or strikes; accidents; government (Federal, Provincial and Municipal) regulations of or restriction upon travel or transportation; non-availability of food, beverage or supplies; riots, national emergencies and acts of God, which are beyond the reasonable controls of the Hotel preventing or interfering with the hotel's performance. In such events, the Edmonton Hotel and Convention Centre shall not be liable to the customer for any damages, whether actual or consequential which may result from such non-performance.

12. SHIPPING AND RECEIVING: Boxes shipped to the Hotel should be addressed to the Purchasing Department, Attention: specific Catering Consultant with name of function and date indicated. The Edmonton Hotel and Convention Centre assumes no responsibility for loss or damage incurred in shipping and storage of any items prior to, during or following any function.

13. AUDIO VISUAL: A 48-hour cancellation notice is required otherwise the equipment ordered will be charged accordingly.

14. SECURITY: The Edmonton Hotel and Convention Centre cannot assume liability or responsibility for damage or loss of personal property or equipment left in the room.

15. All prices are subject to change without notice and a 17% gratuity and 5% GST are applicable to all amounts.

ACCEPTANCE

I/we accept all the above terms and conditions.

Bride & Groom: Date:

Wedding Date:

Authorized Signature:

Please Print Name:

