



SASKATOON

# BANQUET & EVENT MENU

# INTRODUCTION

## Travelodge Hotel Saskatoon

Prairie hospitality comes to life at the Travelodge Hotel by Wyndham Saskatoon.

Our family-owned hotel believes that hospitality means simply taking care of people and treating our customers like guests in our home. Whether you are coming together for work, for pleasure or for a very special occasion, you can count on the Travelodge Hotel Saskatoon for great food, excellent spaces, and our own special hospitality.

Our team is ready to assist you in planning a successful and memorable event.



## TABLE OF CONTENTS

<b>All day meeting package</b>	2
<b>Breakfast buffets</b>	3
<b>Coffee break</b>	4
<b>Lunch</b>	5
<b>Dinner</b>	7
<b>Reception</b>	9
<b>Bar service</b>	10
<b>Event service</b>	11
<b>Meeting room</b>	13
<b>Catering details</b>	15

# ALL DAY MEETING PACKAGE

**All Day Meeting Package** | minimum of  
10 people | *\$67.99 per person with one break,*  
*\$69.99 per person with 2 breaks*

## **Package includes**

All day coffee and tea  
1 projection screen  
Room rental

## **Breakfast Choices**

Choose from the Light start or All Canadian

## **Break Choices**

Choice of any of the breaks listed on our Coffee Break menu

## **Lunch choices**

Choice of one of the Sandwich Buffets or Chuckwagon Buffet

Upgrade to Lunch Express Buffet for \$4.00 per person

**Add continuous canned soft drinks and juice to your meeting** | *\$7.00 per person*

# BREAKFAST BUFFETS

## **Light Start** | \$17.99

Assorted house baked pastries  
*Maple pecan danish, fruit filled danishes,  
croissants muffins and apple strudel*  
Build your own yogurt parfaits  
Fresh sliced fruit  
Served with fresh brewed coffee & tea

## **All Canadian** | \$22.99

Scrambled eggs  
Crisp fried breakfast potatoes  
Bacon and sausage  
Fresh sliced fruit  
Assorted breakfast pastries  
Served with fresh brewed coffee & tea

## **ADD ONS**

**Individual Bottled Juice 300ml** | \$3.99

**Oatmeal** | Served with brown sugar, diced fruit, and nuts | \$2.99 per person

**Build Your Own Yogurt Parfait** | \$5.99 per person

**Toasted Bread** | \$1.99 per person

**Live Station** | *Choice of waffles, pancake, French toast or omelette* | \$ 7.99 per person

# COFFEE BREAK

## **Loafing Around** | \$10.99 per person

Assorted freshly baked loaves  
Butter and homemade preserves  
Served with fresh brewed coffee & tea  
Choice of bottled water, juice or soft drinks

## **Parfait Goodness** | \$10.99 per person

Greek yogurt served with assorted fruit compote, assorted seeds, nuts, dried fruit and fresh homemade granola  
Served with fresh brewed coffee & tea  
Choice of bottled water, juice or soft drinks

## **Naughty and Nice** | \$10.99 per person

Strawberry and banana slices skewered around honey dipped donut holes with a chocolate drizzle  
Served with fresh brewed coffee & tea  
Choice of bottled water, juice or soft drink

## **Brownie Sundae Bar** | \$10.99 per person

Assorted brownies  
Whipped cream & topping  
Served with fresh brewed coffee & tea  
Choice of bottled water, juice, soft drink or coffee

# BEVERAGES

**All Day Coffee and Tea** | \$7.00 per person

**All Day Coffee, Tea, Juice and Pop** | \$13.00 per person

**All Day Juice and Pop** | \$7.00 per person

**Individual Bottled Juice** | \$3.99 each

**Fresh Brewed Coffee** | \$2.99 per cup/10 cup min

**Assorted Teas** | \$2.99 per cup/10 cup min

**Bottled Water** | \$2.50 each

**Chilled Canned Soft Drinks** | \$3.00 each/355 ml cans

**Pitchers of Juice** | \$18.00 each

## HEALTHY OPTIONS

**Cheese and Cracker Tray** | \$7.99 per person  
*A well-balanced mix of hard and soft cheese, paired with assorted crackers and crostini.*

**Fresh Vegetables and Dip** | \$7.99 per person

**Sliced Seasonal Fresh Fruit** | \$7.99 per person

**Pieces of Whole Fruit** | \$1.99 per piece

**Individual Yogurts** | \$2.99 each

## BAKERY CORNER

**Freshly Baked Assorted Cookies** | \$18.99 per dozen

**Assorted Tarts and Squares** | \$21.99 per dozen

**Freshly Baked Sliced Loaves** | *Chocolate chip banana bread, lemon poppyseed, coffee cake crumble or double chocolate* | \$17.99 for 8 slices

**Assorted Brownies** | \$21.99 per dozen

**Rice Crispy or Puffed Wheat Squares** | \$17.99 per dozen

**Freshly Baked Muffins** | \$3.99 each

**Vanilla Soft Serve Ice Cream** | \$1.99 each

**Mini Apple Pie** | \$7.99 each

# LUNCH

**Power Hour** | \$23.99 minimum of 10 people  
1.5 sandwiches per person

Soup of the day  
Tossed salad with two dressing options  
Pickle and olive tray  
Assorted sandwiches on rye, focaccia, sourdough, wraps

**Choose 3 of the following:**

Roast beef, turkey, chicken salad, egg salad or honey ham

Add extra choice for \$1.99 per person

Served with fresh brewed coffee & tea

**Build Your Own Sandwich** | \$22.99 per person  
Maximum 50 people, minimum of 15 people

Soup of the day  
Tossed salad with two dressing options  
Pickle and olive tray  
Assorted sandwiches on rye, focaccia, sourdough, wraps

**Choose 3 of the following:**

Roast beef, turkey, chicken salad, egg salad or honey ham

Add extra choices for \$1.99 per person

Served with fresh brewed coffee & tea

**Chuckwagon Buffet** | \$26.99 per person  
Minimum 10 people

Potato salad, Coleslaw, and Pasta Salad  
Fries

**With one choice of the following |**

Build our own burger

Beef dip

Pulled pork in a homemade baguette

Chicken Quesadilla

Build your own taco | Choice of beef or chicken

Served with flour tortillas

Appropriate condiments

Strawberry shortcake or cream pies

Served with fresh brewed coffee & tea

## BUFFET LUNCH ADDS ONS

**Cheese and Cracker Tray** | \$7.99 per person

A well-balanced mix of hard and soft cheese, paired with assorted crackers and crostini.

**Fresh Vegetables and Dip** | \$7.99 per person

**Pickle and Olive Tray** | \$3.99 per person

**Lunch Express Buffet** | \$31.99 per person,  
minimum 10 people

Fresh buns and butter  
Tossed salad with two dressing options  
Two mixed salads  
Steamed mixed vegetables  
**Choice of starch** | Basmati rice, mashed, oven roast or potato wedges

**Choice of One Entrée**

**Stir Fry** | Beef or Chicken served with rice or noodles

**Chicken Pieces** | Choice of roasted, fried, barbeque or lemon herb

**Battered Fish** | Crisp beer battered Basa served with fresh lemon, tartar sauce and coleslaw

**Pasta** | baked lasagna with a mixed pasta of your choice, chicken alfredo or Bolognese, or primavera in oil and herbs

**Ukrainian Lunch** | Hand pinched perogies, rice cabbage rolls and farmer sausage (no extra starch and steamed vegetables)

**Chicken Souvlaki** | Marinated in lemon and Italian spices, skewered and grilled

**Chef's Selection** | Assorted tarts and squares

**Includes** | Fresh brewed coffee & tea

**Lunch Premium Buffet** | \$34.99 per person,  
minimum 10 people

Fresh buns and butter  
Tossed salad with two dressing options  
Two mixed salads  
Steamed mixed vegetables  
**Choice of starch** | Basmati rice, mashed, oven roast or potato wedges

**Choice of One Entrée**

**Home Style Pot Roast** | Roasted with baby potatoes and root vegetables

**Chicken or Beef Curry** | Served with rice and naan bread

**Beef Vindaloo** | Served with rice and naan bread

**Butter Chicken** | Served with rice and naan bread

**Tuscan Chicken** | Creamy spinach chicken breast with parmesan

**Greek Chicken Breast** | Creamy spinach and Feta

**Home style Meat Loaf** | Classic meatloaf using lean ground beef, breadcrumbs, eggs and chef own seasoning. Topped with your choice of BBQ or sweet and tangy ketchup glaze.

**Chili Fish or Chicken** | With egg fried rice

**Chef's Selection** | Assorted tarts and squares

**Includes** | Fresh brewed coffee & tea

## QUICK SERVE PLATED LUNCH OPTIONS

### Minimum of 10 People

| Served with fresh brewed coffee & tea

#### **Steak Sandwich** | \$28.99 per person

8oz New York steak seasoned with steak spice, served with crisp garlic toast, onion rings and served with potato wedges or Caesar salad.

#### **Bistro Burger** | \$19.99 per person

6oz beef patty served on a fully loaded brioche bun and served with potato wedges. *Add bacon for \$1*

#### **Fish and Chips** | \$19.99 per person

A crisp beer battered Basa served with fresh lemon, coleslaw, tartar sauce and crispy fries

#### **Ukrainian Meal** | \$22.99 per person

Cabbage rolls, perogies, and farmers sausage

#### **Beef Lasagna** | \$19.99 per person

Served with Garlic Toast

#### **Butter Chicken** | \$24.99 per person

Served with naan bread and Basmati rice

### SWEET TREAT ADD ON'S

#### **Strawberry Shortcake** | \$5.99 per person

#### **Assorted Pies and Tortes** | \$5.99 per person

#### **Assorted Cheesecake** | \$5.99 per person

#### **Build Your Own Brownie Bar** | *With whipped cream, assorted toppings and sauces* | \$6.99 per person

#### **Assorted Tarts and Squares** | \$5.99 per person

#### **Hot Dessert** | Choice of one - *Apple crumble, rice pudding or bread pudding* | \$4.99 per person

# DINNER BUFFET

**Saskatoon Buffet** minimum 15 people

## Cold Items

Freshly baked rolls and butter  
Four assorted house favourite salads  
Fresh garden vegetables with dip

## Sides

Choice of starch | Rice pilaf, mashed, oven roast and potato wedges

Fresh steamed vegetables

## ENTRÉE OPTIONS

**Hickory Applewood Smoked Short rib** | Braised in a whiskey barbeque sauce | \$42.99

**Carved Roast Beef** | With au jus | \$42.99

**Hand Carved Turkey** | Served with a sage dressing and accompanied by a tart cranberry sauce | \$39.99

**Chicken Pieces** | With your choice of one: lemon Greek, barbeque, southern fried | \$34.99

**Chicken Breast** | With your choice of mushroom supreme, lemon Greek or barbeque sauce | \$36.99

**Perogies, Cabbage Rolls and Sausage** | \$34.99

**Pork Loin** | Smoked pork loin with an apricot and cranberry glaze | \$33.99

**Brown Sugar Ham** | \$33.99

**Prime Rib** | \$49.99

**Homestyle Pot Roast** | \$40.99

**Add an Additional Entrée** | \$10.99 extra per person

**Make Halal** | \$1.99 extra per person

## Dessert Buffet

Our pastry chef's choice of dessert including our famous Bread Pudding with Caramel Sauce

Served with fresh brewed coffee & tea

## AUTHENTIC ENTRÉES

**Biryani or Pulao** | Lamb \$50.99 | Chicken \$34.99  
Beef \$45.99

*A fragrant South Asian mixed rice dish, slow cooked meat of your choice with aromatic spices and aged Basmati rice, served with rice or naan bread*

### Curry or Korma or Vindaloo

Lamb \$50.99 | Chicken \$34.99 | Beef \$45.99

*Meat of your choice simmered in spices, ginger, garlic, onion and tomato. With a option of coconut, yogurt and cashew paste, served with rice or naan bread*

**Stir Fry** | Beef or Chicken \$33.99

**Chicken or Beef Teriyaki** | Served in a chili ginger sauce \$34.99

# PLATED DINNER SERVICE

| All dinners are served with our Chef's choice of starch and garden fresh vegetables, fresh rolls with butter, fresh brewed coffee & tea

## **Soup** | Choose 1

Roasted Butternut Puree  
Loaded Potato and Leek  
Roasted Red Pepper and Wild Rice  
Tomato and Basil

## **Salad** | Choose 1

Garden Green  
Caesar Salad

## ENTRÉE'S

### **Braised Beef Short Ribs** | \$43.99

House smoked tender braised beef ribs served with a rich whiskey barbeque sauce

### **Peppered Pork Loin** | \$33.99

A cracked black pepper coated pork loin cold smoked in house, served with a peppercorn demi glaze.

### **Tuscan Chicken Breast** | \$38.99

Creamy spinach chicken breast with parmesan

### **Blackened Chicken Breast** | \$36.99

Served with a Saskatoon berry glaze

### **Prime Rib** | \$51.99

## **Dessert**

**Apple Tart** | Served with fresh whipped cream and a cinnamon caramel sauce

**Fresh Strawberry Shortcake** | Fresh genoise sponge, soaked in basil simple syrup, fresh vanilla cream anglaise and an amaretto strawberry jumble

**Cheesecake** | Fresh cheesecake

**Cobbler** | *Apple, Peach or Rhubarb*

**Crème Brûlée**

# SOUTH ASIAN MENU

| All dinners are served green salad. Build your own menu with the following items.

## **Appetizers** | *Choose 1*

Vegetable Pakora  
Paneer (Cottage Cheese) Pakora  
Fish Pakora  
Chicken 65  
Pepper Chicken  
Chilli Chicken  
Chicken Tikka  
Kabab (Beef)  
Tandoori Lamb Rack

## **ENTRÉE'S**

*Choose 1 (Second Main Course can be added)*

| All Mains are served with rice and naan and two Chutneys

Butter Paneer/Chicken  
Lamb/Chicken/Beef/Vindaloo  
Lamb/Goat/Chicken/Beef Curry  
Korma  
Biryani & Pulao  
Lamb/Goat/Chicken/Vegetable/Beef Biryani  
Mandi  
Chicken/Beef Rice

## **Desserts**

Kheer  
Double Ka Meta  
Rice Pudding  
Gulab Jamun  
Sooju Ka Halwa

| *Pricing will be determined based on the menu items you choose for your meal.*

# RECEPTION

## COLD | ORDERED BY THE DOZEN (MINIMUM 2 DOZEN PER ORDER)

**Sushi** | Served with pickled ginger, wasabi and soy sauce | \$22.99

**Traditional Deviled Eggs** | Topped with fresh dill | \$14.99

**Bruschetta** | A classic served with garlic baguette crostini accented with balsamic glaze and goat cheese crumble | \$14.99

**Shrimp Cocktail** | Twelve large shrimp with cocktail sauce | \$32.99

**Wonton** | Chicken or Shrimp | \$26.99

## HOT | ORDERED BY THE DOZEN (MINIMUM 2 DOZEN PER ORDER)

**Mini Crab Cakes** | \$32.99

**Mozzarella or Jalapeño poppers** | Served with sweet and spicy apricot sauce | \$26.99

**Chicken Wings** | Choice of creamy buffalo, hot, medium, mild, bbq, salt and pepper, lemon pepper, teriyaki, electric honey | \$21.99

**Meatball Skewer** | with pineapple and hoisin glaze | \$21.99

**Filipino Spring Rolls** | *Pork or Chicken* \$27.99 | *Vegetable* \$23.99 | served with honey garlic sauce

**Chicken Satay** | Served with sweet chilli sauce | \$28.99

**Spinach and Goat Cheese Phyllos** | Served with dill pickle dip | \$26.99

**Boneless Dry Ribs** | (by the lb) served with assorted sauces | \$20.99

**Scallop or Steak bites** | \$32.99

## PLATTERS

Minimum 15 people

**The big dipper** | \$7.99 per person

3 dips (spinach dip, bruschetta with crumbled goat cheese, and a caramelized onion dip) Assorted crackers, crostini's, garlic flat bread, and melba toast

**Mayan platter** | \$7.99 per person

Chip dip, nacho cheese dip, and hummus served with garlic flat bread, nacho chips, homemade kettle chips and vegetable crudities

**Cheese and Cracker Tray** | \$7.99 per person

A well-balanced mix of hard and soft cheese, paired with assorted crackers and crostini.

**Fresh Vegetables and Dip** | \$7.99 per person

**Sliced Fresh Fruit** | \$7.99 per person

**Mini Slider Platter** | \$4.99 per Slider

# BAR SERVICE

## Responsible alcohol service

It is our policy to always serve alcoholic beverages in a responsible manner. We will abide by all liquor laws outlined by the Saskatchewan Liquor and Gaming Authority. Alcoholic beverages shall not be served to minors or intoxicated persons. As well, the Hotel reserves the right to cease liquor service where applicable. The Travelodge Hotel Saskatoon will be the only authority to sell and serve liquor on our premises. Therefore, liquor is not permitted to be brought into the hotel function rooms.

## Full bar service

Bars may be arranged on a cash or host basis. The Travelodge Hotel Saskatoon will supply complimentary bartender service for groups with bars generating revenue of \$300 (before taxes) or more on each bar required. Bars generating less than \$300 will be charged \$25 per hour per bartender for a minimum of four (4) hours. Plus 1.5 hours set-up and tear down. Hotel bar prices include taxes. The hotel provides one (1) bartender per 100 guests. Additional bartenders are available at \$25 per hour per bartender for a minimum of four (4) hours.

**Premium brand liquor** | \$10.00

**Regular brand liquor** | \$9.00

**House wine by the glass 5oz** | \$9.00

**Domestic beer (by the bottle)** | \$9.00

**Imported beer (by the bottle)** | \$10.00

**Wine coolers by the bottle** | \$10.00

**Soft drinks** | \$3.00

**Juice** | \$4.00

## Cash Bar

Individual guests purchase from the hotel bar (incl. taxes)

## Subsidized bar

The guest pays a drink price determined by the client and the client is billed the difference plus 17% gratuity and applicable taxes



## Host bar

Host is invoiced for all drinks consumed (subject to 17% gratuity and applicable taxes)

*Please note at our discretion, for larger bars, we supply a cashier, at no additional charge, to sell drink tickets. Above price include Saskatchewan Liquor Tax and GST. Price subject to change without notice.*

# EVENT SERVICES

## **Computer Display Package**

LCD projector | *\$200.00*

8ft screen | *\$50.00*

10ft screen | *\$85.00*

## **Microphones**

Wireless handheld | *\$100.00*

Wireless lavalier | *\$100.00*

Floor mic | *\$30.00*

Table mic with stand | *\$40.00*

## **Extra**

White Board | *\$25.00*

Flip Chart | *\$15.00*

Easel | *\$15.00*

## **Mixers**

*\$65.00- \$160.00 per day*

Required when 2 or more microphones

## **Miscellaneous**

DI box I *\$15.00*

HDMI cable | *\$20.00*

Polycom speaker phone | *\$95.00*

Please note | 17% gratuity and GST will be added to prices. A guaranteed number of guests attending is required three business days prior to the function. All prices are subject to change without notice.

# ALL OF THE FINE PRINT

## **Menu Selection and Dietary Substitutions**

To be assured of your menu choice, it is necessary that your Event Coordinator receive menu selections and final details of the event no later than five (5) weeks prior to the event date. The Hotel requires all information on your special dietary requirements one week prior to your function.

## **Service Charges, Taxes and Prices**

As listed on the package information sheets, a 17% Service charge (gratuity) plus applicable taxes, will be applied to your total bill. All prices are subject to change.

## **Security**

The hotel does not accept liability for any loss or damage to goods stored in the hotel. Alcoholic beverages cannot be served after 1:00am and all functions/areas must be vacated by 1:30am. If you require a luggage cart to remove your gifts, please ask your Banquet Supervisor.

## **Decorations**

All decorations, gifts and personal items must be removed by designated guests at the end of the function. Decorating must be discussed with your Event Co-ordinator during your initial consultation and confirmed a minimum of two weeks prior to the event. Decorating policy does not allow for items to be hung on the wall with tape. No pins, staples, Funtac or nails. No decorations are allowed to be hung from any ceiling fixtures. Any replacement or repair cost resulting from damages to the hotel property during the function will be charged to the client. A cleaning fee of \$150 plus taxes will be charged if sequins or confetti are used.

If you are using the services of a professional decorator, please advise them of our decoration policy as you will be responsible for any damage to our property from pins, hooks, Funtac, etc. Please also have your decorator contact our office to confirm set up and dismantle times. Our employees are not permitted to handle the personal property of our guests.

## **Entertainment/SOCAN Fee**

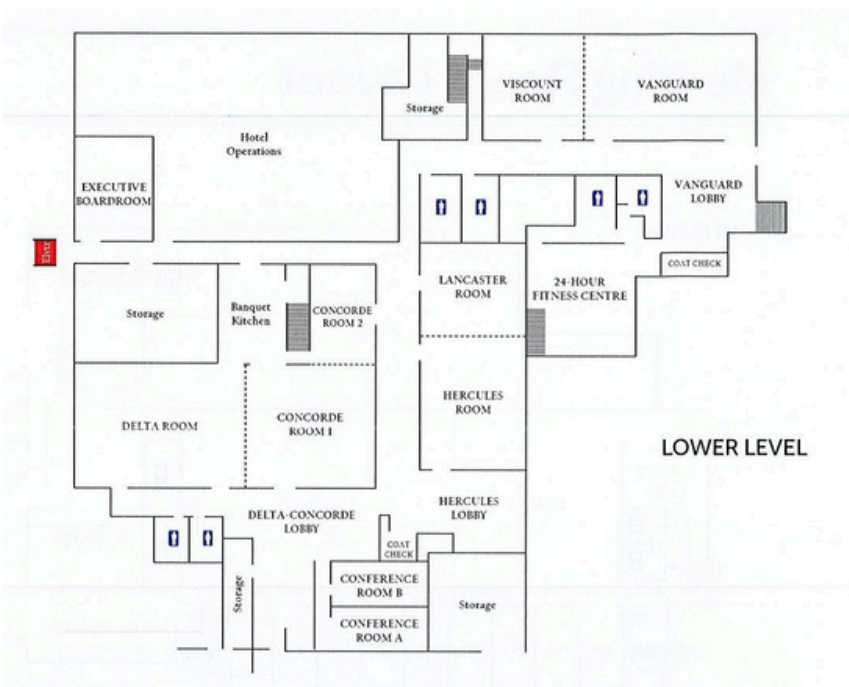
The hotel reserves the right to inspect and control all private functions, including conduct and performance of entertainers and audible level of music played. When music is played in the function rooms (either live or recorded), a SOCAN licensing fee must be collected by the hotel. The current SOCAN fee is \$63.49, dependent on the size of the room and if there is dancing or not. As well, a RE:SOUND licensing fee must be collected by the hotel. The current RE:SOUND fee is \$26.63, dependent on the size of the room and if there is dancing or not. Please ensure that your DJ contract ends at 1:00am, as that is the latest that music services can play in our facility.

## **Damage or Loss**

The Travelodge Hotel Saskatoon will not be responsible for any damage to or loss of any articles left at our facilities prior to, during, or following any event. The customer is responsible for any damage to the hotel premises by their guests, agents or independent contractors on their behalf.

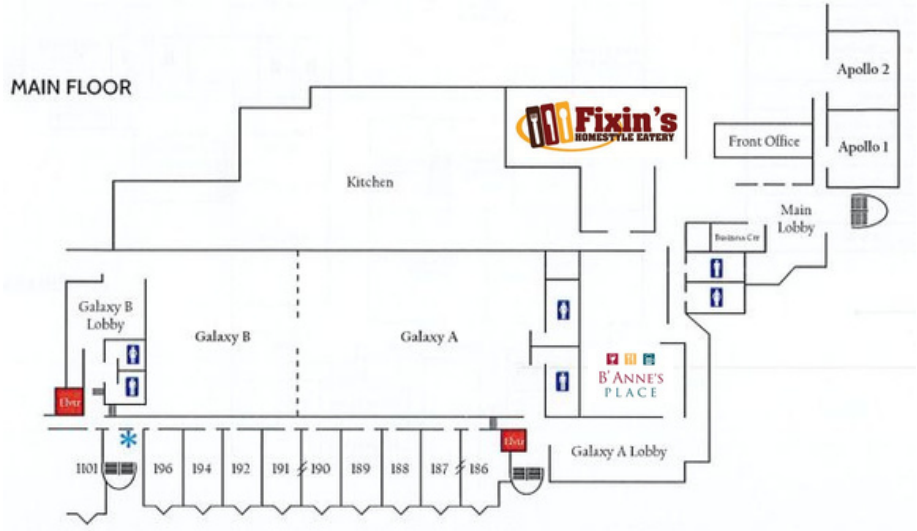
# MEETING ROOMS

SPECIAL FEATURES
Complimentary wireless high speed
Air Conditioning
Quality sound and P.A systems
Incandescent and/or flourescent lighting
Phone jacks in alt rooms
Lecterns with light & microphone
Portable risers
Conveniently located washrooms
Ground level parking
Electrical outlets 110 & 208 V



LOWER LEVEL CAPABILITIES & DIMENSIONS								
ROOMS	DIMENSIONS	FLOOR SPACE	THEATRE STYLE	ROUNDS	CLASSROOM ROUNDS	CLASSROOM LONGS	COCKTAIL RECEPTION	CEILING HEIGHT
<b>Delta</b>	35'x52'	1820 sq ft	160	72	138	63	160	9'
<b>Concorde 1</b>	35'x35'	1015 sq ft	80	64	138	36	80	9'
<b>Concorde 2</b>	19'x28'	532 sq ft	20	24	138	N/A	30	9'
<b>Delta/Concorde 1&amp;2</b>	35'x97'+ 19'x28'	3577 sq ft	250	180	150	100	260	9'
<b>Hercules</b>	29'x45'	1305 sq ft	125	64	50	50	100	9'
<b>Lancaster</b>	29'x22'	638 sq ft	30	32	24	20	35	9'
<b>Hercules / Lancaster</b>	29'x67'	1943 sq ft	180	100	80	90	150	9'
<b>Viscount</b>	27'x29'	783 sq ft	50	40	30	24	50	9'
<b>Vanguard</b>	29'x47.6'	1377.5 sq ft	140	72	60	60	100	9'
<b>Viscount/ Vanguard</b>	29'x47'6"	2160.5 sq ft	200	110	90	100	140	9'
<b>Conference A</b>	11'x25'	275 sq ft	Board room maximum seating capacity 10					9'
<b>Conference B</b>	11'x25'	275 sq ft	Board room maximum seating capacity 10					9'
<b>Executive Boardroom</b>		287 sq ft	Board room maximum seating capacity 12					8'

SPECIAL FEATURES	
Complimentary wireless high speed	
Air Conditioning	
Quality sound and P.A systems	
Incandescent and/or flourescent lighting	
Phone jacks in alt rooms	
Lecterns with light & microphone	
Portable risers	
Conveniently located washrooms	
Ground level parking	
Electrical outlets 110 & 208 V	



LOWER LEVEL CAPABILITIES & DIMENSIONS								
ROOMS	DIMENSIONS	FLOORSPACE	THEATRE STYLE	ROUNDS	CLASSROOM ROUNDS	CLASSROOM LONGS	COCKTAIL RECEPTION	CEILING HEIGHT
Galaxy A	84.5'x54.5'	4600 sq ft	400-500	200	150	140	350	14'
Galaxy B	54.2'x54.5'	2960 sq ft	250	130	120	90	200	12'
Galaxy A&B	138.10'x54.5'	7560 sq ft	800	450	330	250	800	14'/12'
Apollo 1	26'x25'	624 sq ft	30	32	24	20	35	9'
Apollo 2	26'x25'	624 sq ft	30	32	24	20	35	9'

**Please note** | 17% gratuity and GST will be added to prices. A guaranteed number of guests attending is required three business days prior to the function. All prices are subject to change without notice.

# CATERING DETAILS

**The Travelodge Hotel Saskatoon requires a minimum of three (3) business days advance notice of the guaranteed number of guests attending your function.**

In the event we do not receive a guaranteed number, we will use the last number given to us or the actual number in attendance, whichever is greater, and you will be billed accordingly.

## **In the event of cancellation**

The customer is subject to a charge of up to 100% of the total value of the function booked (meals, room rental and guestrooms for the whole function).

**Please refer to your contract and/ or Banquet event order for attrition and cancellation charges.**

For meal service, the hotel is prepared to serve a number equal to 5% over the guarantee.

All food and beverages are subject to 17% gratuity GST and PST. All prices are subject to change without notice.

**In order to provide you with the best service, we ask that you advise the hotel of your final details and menu selection one month prior to your arrival.**

Starting and ending times of all functions are to be strictly adhered to. The space is only booked for the time indicated.

Setup and dismantling times are to be specified at the time of booking. All personal materials must be removed from the banquet room at the end of each day unless reserved on a 24-hour basis.

All new accounts must apply for credit to establish billing privileges one month prior to your function. In the event credit is not established, we will require a credit card number. For all private functions, a deposit is required at the time of the space confirmation with a full estimated prepayment due thirty (30) days prior to the event.

**Please note** | 17% gratuity PST and GST will be added to prices. A guaranteed number of guests attending is required three business days prior to the function. All prices are subject to change without notice.

Due to Public Health Regulations, with the exception of wedding cakes, the Travelodge Hotel does not allow any food to be brought into the hotel or leave the premises. **A fee of \$200 will be charged if any outside food and beverage is brought into the meeting rooms for your group and the outside food will be removed.**

A more suitable function room may be assigned to your group should the number of guests and/or set-up requirements change. **Room rental will be charged accordingly.**

The Travelodge Hotel assumes no responsibility for personal property or equipment delivered prior to the function or during the function; although we will accept delivery of material from meeting organizers prior to the function. Please contact your catering consultant for information regarding our shipping, receiving and storage policies.

**To avoid damage to all wall coverings, we do not allow the use of staples, pins, tacks or any other attachments for posters, flyer's or written material.**