

# Banquet Services

## Room Rental

Your room rental fee includes all dishes, cutlery and glassware, tables, chairs, dance floor, risers and decorative easels. We provide white or ivory linen tablecloths and linen napkins available in a variety of colours, white or black skirting for head tables, cake and gift tables. A microphone and podium are complimentary as well. Coat check is offered October through April based on 100 guests in attendance.

## Special Menu Options

St Clair Centre caters to all guests with dietary or allergy restrictions. We also provide children's menu options for guests under 10 years of age. Your Client Service Representative can assist with selecting special meals to compliment your main menu.

## Pastry Table

As an enhancement to dessert service, you may bring in plattered pastries to be served buffet style. We will provide cutlery, china, paper napkins and service utensils for the buffet at a cost of \$1.00 per guest.

## Cake Cutting

We are pleased to provide the service of cutting your cake at a cost of \$1.50 per person. This includes china, cutlery and paper napkins.

## Deposit Policy

A deposit is required to permanently hold any banquet space. The deposit is the amount of the posted room rental charge and is non-refundable.

## Payment Policy and Guarantees

So that we may ensure the availability of menu items, final menu selections and guest guarantees are required 14 days prior to the event. Payment in full is due 14 days prior to the event and will be based on the established guarantee. For host bars, the cost will be based on an estimated consumption.

## Guest Parking

The facility does not have permanent parking on site. There is a parking garage located directly behind the property and there are municipal lots available within walking distance.

## Socan Fees

Functions involving musical entertainment will be charged a mandatory flat fee payable to Socan. The Society of Composers, Authors and Music Publishers of Canada have established a fee system for all events providing copyrighted music. Charges are based on the maximum occupancy of a rented room and not the number of guests in attendance. Fees range from \$59.17 to \$174.79.

## Audio Visual Rentals

Rental cost of an LCD Projector is \$215.00, 12 x 14 screen \$175.00, Sound System with two speakers \$150.00 and a Wireless Mic \$75.00. This list represents the most frequently requested items. For a complete listing please inquire with your sales associate.

## Gratuities

We do not automatically add gratuities. If you wish to thank your servers with a gratuity, you may include it with your final payment or present it directly to the banquet supervisor or staff members on the day of your event.

# Banquet Room Rental

Complimentary and discounted room rental are offered on Friday and Sunday. Restrictions apply.

## Canadian Club Room AB Combined

1150 Person Capacity

<u>Number of Guests</u>	<u>Rental Cost</u>		<u>Event Capacity</u>
600-Above	\$1,595.00	Seated with Dance Floor	700
550-599	\$1,795.00	Seated without Dance Floor	900
500-549	\$1,995.00	Cocktail Reception	1150
450-499	\$2,195.00		
400-449	\$2,495.00		
350-399	\$2,795.00		

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## Canadian Club Room A

500 Person Capacity

<u>Number of Guests</u>	<u>Rental Cost</u>		<u>Event Capacity</u>
300-Above	\$895.00	Seated with Dance Floor	230
275-299	\$995.00	Seated without Dance Floor	350
250-274	\$1,095.00	Cocktail Reception	500
225-249	\$1,195.00		
200-224	\$1,295.00		
175-199	\$1,395.00		
150-174	\$1,595.00		
125-149	\$1,795.00		
100-124	\$2,095.00		

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## Canadian Club Room B

650 Person Capacity

<u>Number of Guests</u>	<u>Rental Cost</u>		<u>Event Capacity</u>
459-Above	\$895.00	Seated with Dance Floor	320
400-449	\$995.00	Seated without Dance Floor	490
350-399	\$1,095.00	Cocktail Reception	650
325-349	\$1,195.00		
300-324	\$1,295.00		
275-299	\$1,395.00		
250-274	\$1,495.00		
225-249	\$1,595.00		
200-224	\$1,695.00		
175-199	\$1,895.00		
150-174	\$2,195.00		

# Banquet Room Rental

## International Rooms ABCD and Outside Terrace

<u>Number of Guests</u>	<u>Rental Cost</u>		<u>Event Capacity</u>
320	\$985.00	Seated with Dance Floor	170
		Seated without Dance Floor	250
		Cocktail Reception	320

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## Dieppe Reception Room

	<u>Number of Guests</u>	<u>Rental Cost</u>
Dieppe Room AB	150-300	\$875.00
Dieppe A	50-140	\$400.00
Dieppe B	50-160	\$475.00

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## Toldo Lounge

	<u>Number of Guests</u>	<u>Rental Cost</u>
Toldo Lounge	80	\$390.00

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## Canada Trust Lobby

	<u>Number of Guests</u>	<u>Rental Cost</u>
Canada Trust Lobby	85	\$390.00

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## Chrysler Theatre - Wedding Ceremonies

	<u>Number of guests</u>	<u>Rental Cost</u>
Chrysler Theatre	1211	\$985.00

Theatre - Main, Balcony, Box Seats  
2 hour rental, basic house lights, black curtain

# Convention Room Rental

## Convention, Exhibit and Meeting Space Rental

	Full Day	Half Day
International Room (4th Level)		
A,B,C,D Combined	\$1,000.00	\$650.00
Stodgell Room (A) or Windsor (B)	\$275.00	\$180.00
Union Gas (C) or Taqtaq (D)	\$275.00	\$180.00
Combination (AB) or (CD)	\$485.00	\$320.00
Combination (ABC) or (BCD)	\$750.00	\$490.00
Outdoor Terrace	\$985.00	\$645.00
Port of Windsor Room	\$385.00	\$255.00
Toldo Lounge and Canada Trust Lobby (3rd Level)		
Toldo Lounge	\$390.00	\$255.00
Canada Trust Lobby	\$390.00	\$255.00
Members Lounge	\$385.00	\$255.00
Canadian Club Ballroom (2nd Level)		
Canadian Club Room A and B	\$3,690.00	\$2,400.00
Canadian Club Room A	\$1,655.00	\$1,080.00
Canadian Club Room B	\$2,095.00	\$1,365.00
Dieppe Room (1st Level)		
Dieppe Room A and B	\$875.00	\$540.00
Dieppe Room A	\$400.00	\$255.00
Dieppe Room B	\$475.00	\$325.00
Chrysler Theatre		
Chrysler Theatre 1200 Seat Theatre - Main, Balcony and Box Seats	Community and Commercial Rates Available	

# Host Bar Option One

St. Clair College Centre for the Arts supplies all liquor, wine and beer.

## HOST OPEN BAR

A host open bar is offered at \$6.95 per person and includes all service requirements associated with the bar including bar staff, bar mixes, pop, juices, condiments and glassware.

Your Client Representative can assist you with pricing based on your bar selections.

### Standard Alcohol

- Wisers Whiskey
- Polar Ice Vodka
- Ballantines Scotch
- Lambs White Rum
- Beefeater Gin
- Malibu
- Amaretto
- Kahlua
- Bailey's Irish Cream
- DeKuyper Peach Liqueur
- Sambucca
- Cherry Whiskey
- Spiced Rum

### Premium Alcohol

Canadian Club Whiskey  
Absolute Vodka  
J & B Rare Scotch  
Havana Club White Rum

### Domestic Beer

Molson Canadian  
Labatt's Blue  
Coors Light

### Imported Beer

Heineken  
Corona

### Wine and Champagne

We are proud to offer the Colio Lake and River series of Chardonnay and Cabernet Merlot.  
Our house selection of table wine is \$14.75 per bottle. No corkage fee.

Our house selection Colio Viva Spumante Sparking is offered at \$12.50 per bottle. Served in a champagne flute with strawberry garnish, there is no additional charge for white gloved butler service. No corkage fee.

Any special ordered wines and champagnes will be charged a corkage fee of \$5.00 per bottle. Some restrictions may apply.

### Bartender

We offer 1 bartender per 75 guests in attendance. Should you require an additional bartender, a labour fee of \$15.00 an hour will apply.

# Host Bar Option Two and Cash Bar

Appropriate for cash or host bar. Prices do not include applicable taxes.

<u>Standard Bar</u>	<u>Host</u>	<u>Cash</u>	<u>Premium Bar</u>	<u>Host</u>	<u>Cash</u>
Wisers Special Whiskey	\$4.20	\$4.42	Canadian Club Whiskey	\$4.65	\$4.87
Polar Ice Vodka	\$4.20	\$4.42	Absolute Vodka	\$4.65	\$4.87
Ballantines Scotch	\$4.20	\$4.42	J & B Rare Scotch	\$4.65	\$4.87
Lambs White Rum	\$4.20	\$4.42	Havana Club White Rum	\$4.65	\$4.87
Beefeater Gin	\$4.20	\$4.42	Beefeater Gin	\$4.65	\$4.87

## Liqueur

	<u>Host</u>	<u>Cash</u>
Kahlua	\$4.20	\$4.42
Baileys Irish Cream	\$4.20	\$4.42
DeKuyper Peach Liqueur	\$4.20	\$4.42
Sambucca	\$4.20	\$4.42
Cherry Whiskey	\$4.20	\$4.42
Amerato	\$4.20	\$4.42
Spiced Rum	\$4.20	\$4.42
Malibu Rum	\$4.20	\$4.42

## Beer Offerings

<u>Standard Bar</u>	<u>Host</u>	<u>Cash</u>	<u>Premium Bar</u>	<u>Host</u>	<u>Cash</u>
Molson Canadian	\$4.20	\$4.42	Heineken	\$4.65	\$4.87
Labatt Blue	\$4.20	\$4.42	Corona	\$4.65	\$4.87
Coors Light	\$4.20	\$4.42			

## Wine and Sparkling Offering

	<u>Host</u>	<u>Cash</u>	<u>Cash Bar</u>
	<u>Bottle</u>	<u>Bottle</u>	<u>per Glass</u>
Colio Lake and River Cabernet Merlot	\$21.02	\$22.12	\$4.42
Colio Lake and River Chardonnay	\$21.02	\$22.12	\$4.42
Colio Viva Spumante Sparkling	\$14.60	\$15.49	
Colio St Tropez - Non Alcoholic	\$6.86	\$7.52	

## Non Alcoholic Beverages

Individual Fountain Pop	\$1.99
Picture of Fountain Pop	\$7.04
Bottled Water	\$1.99
Juice	\$1.99

If cash or host bar sales do not exceed \$500.00, a labour charge of \$150.00 will be added.

Prices Subject to Applicable Taxes and Change.

Effective May 1, 2012