

# Catering Package



The  
**UNIVERSITY CLUB**  
of Victoria



# Afternoon Tea

\$32.50 (Minimum 15 persons)



## BERRY TRIFLE

Vanilla Sponge Cake, Chantilly Cream, Mixed Berry Compote

## TRADITIONAL WARM DELICACIES

House-Made Sausage Rolls with Mustard  
Roasted Vegetable Mini Quiches

## SAVOURY TEA SANDWICHES

Locally Smoked Wild BC Salmon with a Grainy Mustard Cream Cheese  
Egg Salad with Watercress  
Maple Glazed Smoked Ham Salad on a Cheddar Scone  
Curried Cowichan Valley Chicken Salad with Toasted Cashews  
English Cucumber with a Fresh Ginger Cream Cheese

## HOUSE MADE SWEETS

Lemon & Coconut Loaf  
Coconut Macaroons  
Chocolate Irish Cream Truffle  
English Scone with Strawberry Jam &  
Whipped Vanilla Chantilly Cream  
Strawberry Tarts

Coffee & a Selection of Organic Teas

# Reception Hors D'oeuvres

## By the Dozen



### COLD HORS D'OEUVRES

Minimum order of 2 dozen per item

#### VEGETARIAN \$27.00 PER DOZEN

Vegetarian Dolmades ( D V G )  
Avocado & Grape Tomato on a Crostini ( V )  
Devilled Eggs ( G D )  
Blue Cheese, Walnut & Pear Crostini  
Tomato Bruschetta Served on a Crostini  
Beet, Goat Cheese & Arugula Salad Spoon ( G )  
Brie En Croute with Dried Cherries & Pecans  
Olive & Sun Dried Tomato Tapenade ( D V G )

#### SEAFOOD \$29.00 PER DOZEN

Smoked Salmon, Onion and Capers on a Rice Cracker ( G )  
Salmon Gravlax Bruschetta ( D )  
California Roll , Wasabi ( D )  
Cold Tiger Prawns, Cocktail Sauce ( D G )

#### MEAT \$29.00 PER DOZEN

Genoa Salami with Cream Cheese  
Endive Chicken & Cilantro Boat ( D G )

#### DESSERTS-BY THE DOZEN

Vanilla Bean Mini Bite Sized Cheesecake \$20  
Cream Puffs Drizzled with Dark Chocolate \$12  
Chocolate Covered Strawberries ( D V G ) \$26  
Mini Chocolate Mousse Cups ( G ) \$20  
Assorted Cakes & Squares \$30  
Assorted Cookies \$18

### HOT HORS D'OEUVRES

Minimum order of 2 dozen per item

#### VEGETARIAN \$27.00 PER DOZEN

Spinach & Arugula Strudel ( D )  
Falafel Nugget, Tahini Sauce ( D V )  
Vegetarian Samosas, Mango Chutney ( D V )  
Spring Rolls, Fruity Plum Sauce ( D V )  
Almond & Asparagus Strudel ( D )  
Vegetarian Quiche  
Artichoke Pesto Stuffed Mushroom ( D G )  
Vegetable & Tofu Kebab ( D V G )  
Spanakopita  
Wild Mushroom & Tarragon Tartlet  
Walnut Meat-less Balls ( D V G )  
Petit Black Bean Cakes ( D )

#### SEAFOOD \$29.00 PER DOZEN

Scallops Wrapped in Bacon ( D G )  
Deep Fried Butterflied Prawns, Chipotle Ketchup ( D )  
Mini Crab Cakes, Lemon Dill Sauce

#### MEAT \$29.00 PER DOZEN

Beef Sausage Rolls, Mustard ( D )  
Oriental Meatball ( D )  
Chicken Brochette, Peanut Coconut Sauce ( D G )  
Lamb Souvlaki, Spicy Chili Sauce ( D G )  
Prosciutto Wrapped Asparagus ( D )  
Wasabi Pork Dumplings ( D )

**V = Vegan Friendly**

**D = Dairy Free**

**G = Gluten Free**

\*It is recommended to order enough of each item so that each guest has the opportunity to try the item.\*

All above prices subject to a 15% gratuity and applicable taxes. Room rental fees will apply.

Guaranteed numbers are required 3 business days prior to event. Please be sure to read our Terms & Conditions following these menus.

University Club of Victoria, T: 250.721.7935 Email: reservat@uvic.ca

# Reception Platters



## IMPORTED & LOCAL ARTISAN ASSORTED CHEESE BOARD

A selection of cheeses served with an assortment of crackers, rice crackers and breads

Sampler Platter (serves 10 persons)	\$ 50
Small Platter (serves 20 persons)	\$ 95
Medium Platter (serves 40 persons)	\$190
Large Platter (serves 60 persons)	\$270

## VEGETABLE & DIP PLATTER

Carrots, Celery, Tomatoes, Zucchini, Mushrooms, Cauliflower & Broccoli

Sampler Platter (serves 10 persons)	\$ 30
Small Platter (serves 20 persons)	\$ 55
Medium Platter (serves 40 persons)	\$105
Large Platter (serves 60 persons)	\$145

## VARIETY OF SEASONAL FRESH FRUIT PLATTER

Small Platter (serves 10 persons)	\$ 45
Medium Platter (serves 20 persons)	\$ 85
Large Platter (serves 30 persons)	\$130

## ASSORTED SANDWICH PLATTER SERVED WITH OLIVES & PICKLES

Tuna Salad, Salmon Salad, Shrimp, Turkey, Hummus, Grilled Vegetarian, Ham & Cheddar and Egg Salad

*\*Please advise if your order should be finger sandwiches (cut in quarters with the crusts removed)*

Small Platter (serves 10 persons)	\$ 100
Medium Platter (serves 20 persons)	\$190
Large Platter (serves 30 persons)	\$260

## ANTIPASTI

Salami, Prosciutto, Black Forest Ham, Grilled Red Peppers, Marinated Mushrooms, Roasted Garlic, Provolone, Bocconcini & Olives Served with Artisan Breads

Sampler Platter \$30.00 (Serves 10) Large Platter \$65 (Serves 25)

**HUMMUS & PITA** Lemon Hummus & Olives Served with Grilled Pita Bread

Sampler Platter \$25.00 (Serves 10) Large Platter \$55 (Serves 25)

**NACHO'S** Tri Coloured Tortilla Chips layered with Mozzarella, Cheddar & Jack Cheese \$18 (Serves 5 )

**SIDE OF SALMON** Smoked Side of Salmon Served with Seaweed Crackers. Please inquire for costs (Serves 30)

**SWEET TOOTH** Brownie, Nanaimo Bars, Lemon Bars, Hay Stack & Carrot Cake \$60 (3 Dozen)

**BAR SNACKS:** Small Bowls of your Favourite Salty Bar Snacks \$3.00 per bowl

**SPECIALTY CAKES** Layered with Mousse and Garnished with Fresh Fruit and Whipped Cream

Choice of: Vanilla, Chocolate, Strawberry, Orange or Coffee Flavour

1/4 Slab -Serves 12 \$35.00      1/2 Slab -Serves 25 \$65.00      1 Slab - Serves 50 \$95.00

## CHOCOLATE FOUNTAIN

Includes Milk or Dark Chocolate	\$200.00	Fruit Platter (Serves 20)	\$85.00
Pound Cake	\$15.00	Cream Puffs (dozen)	\$12.00
Donut Holes (dozen)	\$3.00	Marshmallows (dozen)	\$2.00

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# Reception-Action Stations

Add on to any reception or dinner  
Minimum of 35 people



## PASTA STATION

Butternut Squash Ravioli with Garlic Cream Sauce  
Cheese Stuffed Tortellini with Sage Butter Cream Sauce  
Bowtie Pasta with Olive Oil, Shrimp & Crab  
Sundried Tomato Penne with Fresh Button Mushrooms  
\$7 per person

## RISOTTO STATION

Wild Mushroom, Shrimp  
Walnut Pesto, Stilton Cheese  
Caramelized Onions  
\$6 per person

## SCALLOP & PRAWNS

Lobster Cream Sauce  
Garlic Basil Olive Oil  
Mango Butter  
Bengal Curry  
White Wine Lemon Zest  
Jasmine Rice  
\$10 per person

## CARVED NEW YORK STRIPLOIN

Garlic Creamed Mashed Potatoes  
Madagascar Green Pepper Sauce  
Caramelized Onions  
Hot Horseradish Sauce  
Red Currant & Orange Sauce  
\$12 per person

## FRENCH CREPES

Caramel Praline Filling  
Strawberry Romanoff  
Toasted Coconut  
Coffee Cream  
Warm Blueberry  
Apple Cinnamon  
\$9 per person

\*\*Maximum 2 stations per function

Please note \$75.00 labour fee will be added per station for a 2 hour service\*\*

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# White Wine & Sparkling Wine



## WHITE SELECTIONS

Peller Estate Proprietor's Reserve White BC (o)	Bottle 24.00
Open Sauvignon Blanc BC VQA (o)	Bottle 26.50
Peller Family Series Chardonnay BC VQA (o)	Bottle 26.50
Gehringier Reisling BC VQA (1)	Bottle 32.00
Jackson-Triggs Sauvignon Blanc BC VQA (o)	Bottle 32.00
Inniskillin Chardonnay BC VQA (o)	Bottle 32.00
Calona Artist Series Pinot Gris BC VQA (o)	Bottle 32.00
Red Rooster Pinot Gris BC VQA (o)	Bottle 32.00
Lindeman's Bin 65 Chardonnay (Australia) (o)	Bottle 32.00
Ravenswood Chardonnay USA (o)	Bottle 34.50
Folonari Pinot Grigio (Italy) (o)	Bottle 34.50
Sandhill Pinot Blanc VQA (1)	Bottle 36.50
Monkey Bay Sauvignon Blanc (New Zealand) (o)	Bottle 37.00

## SPARKLING SELECTIONS

Henkell Trocken Piccolo 200ml (Germany) (o)	Bottle 11.50
La Scala Spumante (Canada) (2)	Bottle 19.00
Segura Viudas Brut Reserva (Spain) (1)	Bottle 34.50
Anna Spinato Prosecco (Spain) (1)	Bottle 34.50

# Red Wine & Rose Wine



## RED SELECTIONS

Peller Estate Proprietor's Reserve Red BC (o)	Bottle 24.00
Open Merlot BC VQA (o)	Bottle 26.50
Peller Family Series Cabernet-Merlot BC VQA (o)	Bottle 26.50
Finca Los Primos Malbec (Argentina) (o)	Bottle 32.00
JP Chenet Cabernet-Merlot (France) (o)	Bottle 32.00
McLaren's on the Lake Shiraz (Australia) (o)	Bottle 32.00
Red Rooster BC VQA (o)	Bottle 32.00
McGuigan Black Label Cabernet-Merlot (Australia) (o)	Bottle 32.00
Masi Modello Dlle Venezie (Italy) (o)	Bottle 34.50
Monasterio de las Viñas (Spain) (o)	Bottle 34.50
Inniskillin Pinot Noir BC VQA (o)	Bottle 34.50
Wyndam Estate Bin 555 Shiraz (Australia) (o)	Bottle 36.00
Sandhill Cabernet-Merlot BC VQA (o)	Bottle 44.50
Osoyoos Larose Petales d'Osoyoos BC VQA (o)	Bottle 52.00

## ROSÉ WINE

Jackson Triggs Rosé (o)	Bottle 32.00
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# Banquet Bar



## BAR LIST

High-Balls	\$7.00
Premium	\$7.50-\$12.00
House Wine Glass	\$7.50
Premium Wine Glass	\$8.75
Domestic Beer Bottle	\$6.75
Import Beer Bottle	\$7.75
Draft Beer Glass	\$6.25
Draft Beer Mug	\$7.50
Cider & Coolers	\$7.00-\$7.75
Soft Drinks	\$3.75
Juice	\$4.50

All beverages quoted above are inclusive of tax

## SPECIALTY BOWLS

(Serve Approximately 50 Cups)

Fruit Punch	\$80.00
1/2 Bowl Fruit Punch	\$50.00
Alcoholic Fruit Punch-Rum or Vodka	\$135.00
Long Island Iced Tea	\$135.00
Sangria –White or Red	\$135.00
Champagne Punch	\$155.00

## COFFEE & TEA STATION

At your request, a self-serve station can be set up with regular coffee, decaf coffee & a selection of teas for \$21.75 per thermos (8-10 cups) and will be charged on consumption.

## BARTENDER CHARGE

There is a charge for a bartender in the Main Dining Room, Fire Place Lounge or side rooms of \$35/hour for a minimum of 4 hours. Rental of the Fireplace Lounge over regular business hours will include your bartender fee when applicable.



# Room Rental Rates & Set up Configurations

## \*\*Members\*\*



### Set up Configurations Per Room

Please note the chart below.

This outlines the set up that can be done in each of the meeting rooms.

\*\* Configurations are maximum capacity and does not allow for additional set up and AV requirements where additional space may be needed \*\*

SET UP CONFIGURATIONS	Ushape	Boardroom	Hollow Square	Theatre	Rounds 8	Half Round of 6	Reception
ROOMS							
Salal	----	20	----	----	16	12	----
Snowberry	----	20	----	----	16	12	----
Honeysuckle	----	20	12	----	24	18	----
Salal/Snowberry/Honeysuckle	34	30	38	100	80	48	80
Salal/Snowberry	20	24	24	40	32	24	30
Snowberry/Honeysuckle	20	24	26	50	40	30	40
Wild Rose Room	30	28	30	80	60 Rounds of 6	40 Round of 4	80
Main Dining Room	60	----	40	200	176	132	200
Main Dining Room/Wild Rose	70	----	40	----	200	210	250
Camas Room	----	16	----	----	----	----	----
Fireplace Lounge	----	----	----	----	----	----	80

### Food Minimums & Room Rentals Per Room

Please note the chart below. This outlines the food minimums and the rental rates that are required for each of the rooms when rented

ROOM	RENTAL ½ DAY	RENTAL FULL DAY	FOOD MIN. MON-THURS	FOOD MIN. FRI-SAT
Salal/Snow/Honeysuckle	\$50 per room	\$90 per room	\$150 per room	\$150 per room
Wild Rose Room	\$100	\$150	\$300	\$300
Main Dining Room	\$700.00	\$700	\$1500	\$3000 Evening Events \$1000 Saturday Daytime
Camas Rooms	\$50 lunch only	N/A	\$150 per room	\$150 per room
Fireplace Lounge	\$250	\$250	\$300	\$1000

Please note day time events on Saturdays all require a food minimum of \$1000.00

All above prices subject to a 15% gratuity and applicable taxes. Room rental fees will apply.  
Guaranteed numbers are required 3 business days prior to event. Please be sure to read our Terms & Conditions following these menus.  
University Club of Victoria, T: 250.721.7935 Email: reservat@uvic.ca

# Room Rental Rates & Set up Configurations **\*\*Non-Members\*\***



## Set up Configurations Per Room

Please note the chart below.

This outlines the set up that can be done in each of the meeting rooms.

\*\* Configurations are maximum capacity and does not allow for additional set up and AV requirements where additional space may be needed\*\*

SET UP CONFIGURATIONS	Ushape	Boardroom	Hollow Square	Theatre	Rounds 8	Half Round of 6	Reception
ROOMS							
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Wild Rose Room	30	28	30	80	60 Rounds of 6	40 Round of 4	80
Main Dining Room	60	----	40	200	176	132	200
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Salal/Snow/Honeysuckle	\$100 per room	\$150 per room	\$150 per room	\$150 per room
Wild Rose Room	\$175	\$225	\$300	\$300
Main Dining Room	\$1000.00	\$1000	\$2000	\$3500 Evening Events \$1500 Saturday Daytime
Camas Rooms	\$100 lunch only	N/A	\$150 per room	\$150 per room
Fireplace Lounge	\$350	\$350	\$500	\$1500

Please note day time events on Saturdays all require a food minimum of \$1500.00

# University Club

## Terms & Conditions



**Payment Terms, Non Members:** The University Club requires the organizer to pay 75% of the total estimated cost of the event seven (7) days prior to the event. A credit card number will be held on file to process the remaining balance. If the organizer prefers to pay using an alternative method of payment, they are required to contact the office the first working day following the event with the alternative payment otherwise the credit card on file will be used.

**Deposit:** A confirmation/damage deposit of \$1,000 is required to secure the use of the facility for all reservations in the Main Dining Room or Fireplace Lounge and a \$200.00 deposit for all other areas at the Club. This deposit will be held until a thorough building inspection has been conducted upon completion of the event. The organizer will be held responsible for any damage to property or equipment caused by the organizer or his/her guests. Any costs associated with theft or damage will be deducted from the deposit, with remaining funds applied as a credit to the final bill. If this is being billed under a Member's account, a deposit may not be required for certain events.

**Cancellation Policy:** The organizer may cancel the event up to three (3) months prior, in writing, for a full refund of deposit. The deposit will be forfeited if cancellation is made less than three (3) months prior to the event. Please see below for further cancellation policies.

<b>3 Months prior to arrival date</b>	<b>No penalty and deposit will be refunded</b>
<b>30 days -3 Months prior to arrival date</b>	<b>100% of room rental will be applied. Deposit will be forfeited</b>
<b>15-30 days prior to arrival date</b>	<b>50% of room rental. 50% of anticipated food and beverage revenue.</b>
<b>3-15 days Prior to arrival date</b>	<b>100% room rental. 50% of anticipated food and beverage revenue</b>
<b>Within 72 hours prior to arrival date</b>	<b>100% of room rental. 100% of anticipated food and beverage revenue.</b>

**Taxes:** 5% Goods and Service Tax (GST) will be applied to the total invoice. 7% Provincial Sales Tax (PST) will be applied where applicable. 10% Liquor Tax will be applied to alcoholic beverages

**Gratuuity:** All food and beverage services are subject to a 15% gratuity charge.

**Bartender:** There is a charge for a bartender in the Main Dining Room, Fire Place Lounge or side rooms \$35/hour for a minimum of 4 hours. Rental of the Fireplace Lounge over regular business hours will include your bartender fee when applicable.

# University Club

## Terms & Conditions



### **Menu Selection:**

The University Club requires all menus and catering to be selected a minimum two (2) weeks prior to the event date. In the event that any of the guests in the organizer's group have food allergies, the organizer shall inform the University Club of the nature of the allergies, in order that we can take the necessary precautions when preparing their food. Such individuals must identify themselves to staff. The University Club will undertake to provide on request, full information on the ingredients of any items served to the organizer's group. Should the organizer not provide the nature of the food allergies, the organizer shall indemnify and hold the University Club forever harmless from, and against, any and all liability or claim of liability for any personal injury that does not occur as a direct result of our negligence or the negligence of any of our representatives.

### **Confirmation:**

Confirmation of guaranteed number of guests is required three (3) business days prior to the event. The guaranteed number is not subject to reduction. On the day of the event, if there is a discrepancy in the number of people attending, the University Club shall deem the larger number correct.

### **Menu Pricing:**

Menu prices are subject to change. Prices are guaranteed 30 days prior to your event.

**Health Regulations:** All food and beverage must be purchased through the University Club. No food and/or beverage of any kind, except commercially made cakes, may be brought into the Club. Leftover food and beverage remains the property of the University Club and may not be removed from the premises. It is a serious offense to violate these regulations. If these regulations are violated a substantial fine will be levied.

**Outside Cake Policy:** If you would like to bring in a cake for a special function, you are permitted to do so however it must come from a commercial bakery. The University Club is happy to provide you with plates, napkins and cutlery for your cake, however there would be a \$2.00 per person surcharge for this service.

**Linens:** White linen will be included in the catering package. Any other colour linen or paper napkins will be subject to an additional charge. Black or white skirting for display tables is available in limited quantities.

**Children's Meals:** For buffet dinners, children 5 and under are free and 6-12 years old are half price. You also have the option of providing a kid friendly plated meal for \$12.00 per child. Please inquire with the catering manager for meal choices. All children would be required to have the same meal choice.

# University Club

## Terms & Conditions



**Departure:** The University Club's liquor license is valid until 12:00 am. (midnight); last call will be performed at 11:30 p.m. with total building evacuation by 12:30am. A penalty of \$500 per hour or part thereof will be levied should the Club not be evacuated after 12:30am.

**Liability:** The University Club reserves the right to inspect and monitor the organizer's event and discontinue services to all guests in case of any violation(s) of the University Club policy or Federal or Provincial Law. The organizer will be held responsible for any damage to property or equipment caused by either the organizer or his/her guests. Should the University Club discontinue service to any or all of the organizer's guests, the organizer shall remain liable for all amounts owed to the University Club. The University Club assumes no responsibility for any loss or damage to good, property, and/or equipment brought into the facility by the organizer or guests.

### Club Rentals:

Black Pipe & Drape as a back drop is available for a rental of \$50.00.

Cocktail tables with black linen are available to rent for an additional \$15.00 each ( maximum of 10 ).

Up -lighting \$10.00 per light ( maximum of 8 ) blue, green, red, yellow/green and white.

Table Runners \$6.00 each (have a total of 25 of each colour) Green, Gold & Red.

**Audio Visual:** The University Club has audio visual equipment that is available for rent. All audio visual needs must be specified a minimum of 72 hours prior to the event. The University Club will not be held responsible for any technical difficulties that may arise.

Screen & AV cart \$10.00

Podium & Mic - Complimentary

LCD Projector \$50.00

Wireless Mic - Complimentary

Flipcharts with Markers and Paper \$25.00 each

House Sound for presentations \$25.00

60" Flat Screen TV \$50.00

Conference Phone \$35.00

**Music:** A SOCAN (Society of Composers, Authors and Music Publishers of Canada) & a Re: Sound Fee (Music Licensing Fee) will be applied for any music played at the Club. The applicable fee will be added to all bills. As governed by the Copyright Act, Tariff No. 8 and Tariff No. 5, all events with live and or recorded music shall be charged the applicable SOCAN and Re:Sound Music Federal License Fee.

Room Capacity	SOCAN	SOCAN	Re:Sound	Re:Sound
Seating & Standing	With Dancing	Without Dancing	With Dancing	without Dancing
1-100	\$41.13	\$20.56	\$18.51	\$9.25
101-300	\$59.17	\$29.56	\$26.63	\$13.30