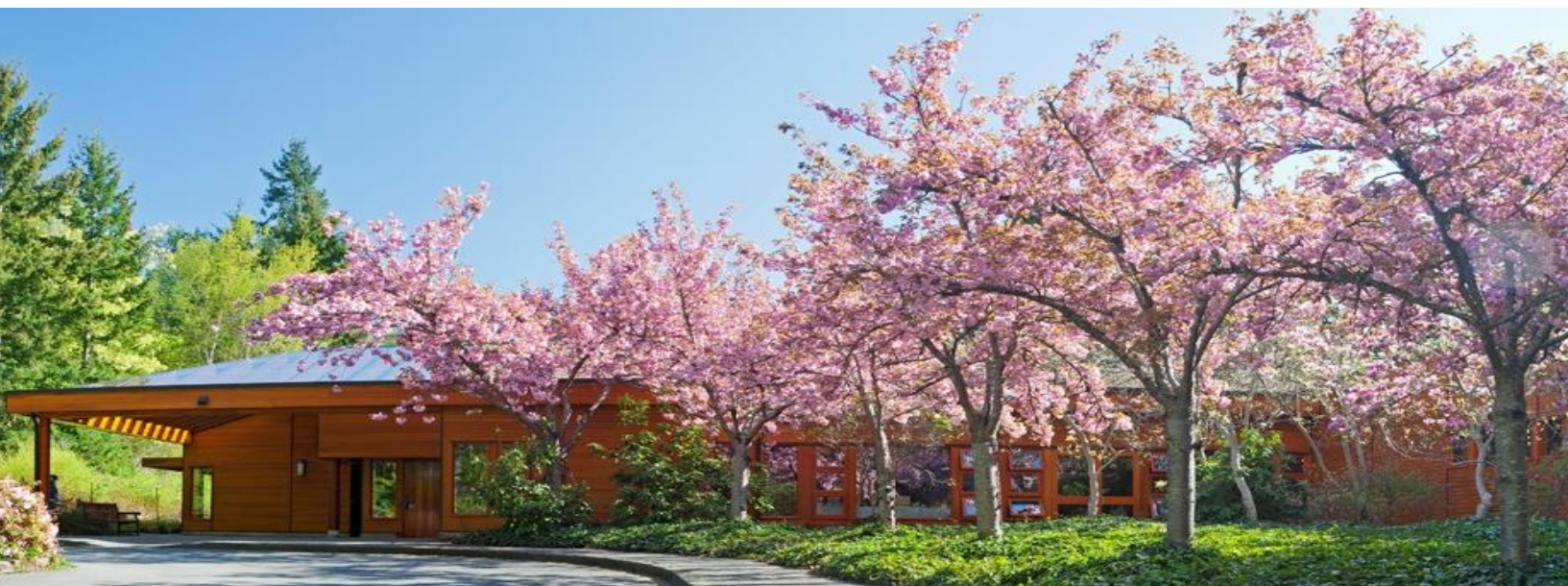


# Catering Package

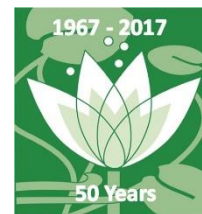


The  
UNIVERSITY CLUB  
of Victoria



# Reception Hors D'oeuvres

## By the Dozen



### COLD HORS D'OEUVRES

Minimum order of 2 dozen per item

#### VEGETARIAN \$27 PER DOZEN

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

#### SEAFOOD \$29 PER DOZEN

- Smoked Salmon, Onion and Capers on a Rice Cracker **GF**
- Salmon Gravlax Bruschetta **DF**
- California Roll, Wasabi **GF** **DF**
- Cold Tiger Prawns, Cocktail Sauce **GF** **DF**

#### MEAT \$29 PER DOZEN

- Genoa Salami with Cream Cheese **GF**
- Endive Chicken & Cilantro Boat **GF** **DF**

#### DESSERTS-BY THE DOZEN

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

### HOT HORS D'OEUVRES

Minimum order of 2 dozen per item

#### VEGETARIAN \$27 PER DOZEN

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

#### SEAFOOD \$29.00 PER DOZEN

- Scallops Wrapped in Bacon **GF** **DF**
- Tempura Butterflied Prawns, Chipotle Ketchup **DF**
- Mini Crab Cakes, Lemon Dill Sauce **DF**

#### MEAT \$29 PER DOZEN

- Beef Sausage Rolls, Mustard **DF**
- Oriental Meatball **DF**
- Chicken Brochette, Peanut Coconut Sauce **GF** **DF**
- Lamb Souvlaki, Spicy Chili Sauce **GF** **DF**
- Prosciutto Wrapped Asparagus **GF** **DF**
- Wasabi Pork Dumplings **DF**

**V** = Vegan Friendly

**DF** = Dairy Free

**GF** = Gluten Free

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

1

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 rice crackers

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)	\$ 110
Medium Platter (serves 20 persons)	\$200
Large Platter (serves 30 persons)	\$280

## 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) \*Pita contains gluten & dairy. Gluten free bread available\*

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

SIDE OF SALMON Smoked Side of Salmon Served with Rice Crackers. \$95 (Serves 30)

SWEET TOOTH Brownie, Nanaimo Bars, Lemon Bars, Hay Stack & Carrot Cake \$90 (3 Dozen)

BAR SNACKS: Small Bowls of your Favourite Salty Bar Snacks \$5.00 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 \$120.00

## CHOCOLATE FOUNTAIN

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



# Reception-Action Stations

Add on to any reception or dinner  
Minimum of 35 people



## PASTA STATION

Butternut Squash Ravioli & Penne  
Garlic Cream Sauce  
Sage Butter Cream Sauce  
Olive Oil, Shrimp & Crab  
Sundried Tomato 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  
\$12 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

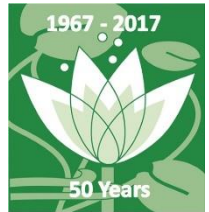
Caramel Praline Filling  
Strawberry Romanoff  
Toasted Coconut  
Coffee Cream  
Warm Blueberry  
Apple Cinnamon  
\$9 per person

\*\*Maximum 2 stations per function

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

# Three Course Served Dinners

Includes: Starter, Entrée, Dessert, Coffee & Tea



Fresh from the Oven Rolls & Butter

## **STARTERS:**

- \*Medley of Seasonal Greens tossed with our house dressing
- \*Chef's Soup of the Day
- \*Club Caesar: Baby romaine hearts, parmesan, croutons & creamy garlic dressing

## **UPGRADE YOUR STARTER \$3.00 per person**

- \*Club Chowder: Surf clams, shrimp, smoked bacon, Island potatoes & vegetables in a rich creamy broth
- \*Roma Tomato, Red Onion and Bocconcini Salad
- \*Medley of Spring Greens: topped with beets and shaved fennel tossed in our house dressing

## **ENTRÉE CHOICES**

Moroccan Quinoa & Cashew Strudel with Curry Sauce	*Made vegan only if requested	\$30.00
Portabellini Vegetable Tower with a Rich Tomato Sauce		\$30.00
Butternut Squash Ravioli with a Creamy Tomato Sauce & Garlic Bread		\$30.00
Baked Vegetarian Lasagna & Garlic Bread		\$31.00
Stuffed Pork Loin with Maple & Apple Sauce		\$33.00
Roast Vancouver Island Breast of Chicken with Onion & Apple Cider Sauce		\$33.00
Honey Ham & Comox Mozzarella Stuffed Chicken Breast with Sundried Tomato Pesto Sauce		\$35.00
Roast Sirloin of Beef with Green Peppercorn Sauce		\$35.00
Lamb Shank with Rosemary Red Currant Jus		\$35.00
Poached Salmon with a Peach Pineapple Coulis		\$36.00
Prime Rib of Beef with Yorkshire Pudding & Horseradish Jus		\$41.00

Please note that sauces can be changed for any of the entrees and some can be made gluten free when requested

## **CHOICE OF ONE:**

Roast Nugget Potatoes, Creamy Garlic Mashed Potato **OR** Rice Pilaf

All Entrée's Served with Seasonal Vegetables

Please note this is not included with the pasta dishes

## **DESSERT**

Coconut Crème Caramel  
Fruit Crumble & Ice Cream  
Strawberry Shortcake  
Belgium Chocolate Mousse  
Baked Fruit Pie

## **DESSERT UPGRADE**

**\$3 per person**

Chocolate Torte  
Crème Brulee  
Tiramisu Gateau  
Cheesecake with Fruit  
Fresh Fruit Plate

**Choice of one starter and one dessert options for full group.**

**Two Entrée choices can be offered however guaranteed numbers of each type of entrée is required three business days in advance.**

# Dean's Dinner Buffet

\$45 per person (Minimum 45 persons)

Add one of our action stations from our reception menus to any one of our buffets



## YOUR CHOICE OF FOUR SALADS

**Caesar Salad** : Baby Romaine Hearts, Parmesan, Croutons & Creamy Garlic Dressing

**Medley of Seasonal Greens**: Green Leaf, Sui Choy, Radicchio, Spinach & Kale with an Assortment of Dressings

**Orzo Pasta Salad**: Onions, Bell Peppers, Celery & Corn Tossed in a Flavourful Dressing

**Pepper & Olive Salad**: Red Onion & Bell Peppers with a Vinaigrette

**Marinated Seven Bean Salad**: A Flavourful Combination of Black, Northern, Pinto, Kidney, Navy, Turtle & Chick Peas

**Yukon Gold Potato & Egg Salad** with Green Onion in a Celery Mustard Mayo Dressing

**Fiesta Pearl Barley Salad**: Barley, Corn, Pepper & Zucchini Tossed in a Lime Dressing

**Tomato & Basil**: Sliced Roma Tomato Served with Fresh Basil and a Balsamic Olive Oil Dressing

**Coconut Curried Rice**: Bengal Curried Basmati Rice with Flavours of Coconut Milk, Celery & Onion

**Marinated Cucumber & Red Onion**: English Cucumber & Red Onion Marinated in a Red Wine Vinaigrette

## YOUR CHOICE OF 2 ENTRÉE'S

Canadian Roast Top Round of Beef with Horseradish au Jus

Chicken in a Mushroom & Tarragon Sauce

Curried Butter Chicken

Vegetarian Lasagna

Spinach & Mushroom Crepes

Baked Seafood Tortellini au Gratin

Butternut Squash in a Rich Tomato & Fennel Sauce

Relishes & Condiments

Roast Nugget Potatoes **OR** Creamy Garlic Mashed Potato Rice Pilaf

Steamed Seasonal Vegetables

Fresh Baked Rolls & Butter

## DESSERT

Fresh Fruit Platter

Belgium Chocolate Mousse

Fresh Fruit Tarts

Assorted Cakes

Coffee & Organic Teas

\*Add an additional entrée for only \$4.25 per person\*

# President's Dinner Buffet

\$58 per person (Minimum 45 persons)

Add one of our action stations from our reception menus to any one of our buffets



## YOUR CHOICE OF FIVE SALADS

**Caesar Salad:** Baby Romaine Hearts, Parmesan, Croutons & Creamy Garlic Dressing

**Medley of Seasonal Greens:** Green Leaf, Sui Choy, Radicchio, Spinach & Kale with an Assortment of Dressings

**Classic Waldorf Salad:** Gala Apples, Celery, Grapes, Walnuts Tossed in a Flavourful Lemon Mayonnaise Dressing

**Thai Noodle with Sesame Chicken:** Chow Mein Noodles, Onion, Peppers, Sesame Chicken Tossed in a Thai Dressing

**Artichoke & Tomato Basil:** Artichoke, Roma Tomatoes, Leeks, Olive Oil with Balsamic Vinegar

**Orzo Pasta & Baby Shrimp Salad:** Onions, Bell Peppers, Celery & Corn Tossed in a Flavourful Dressing

**Marinated Mushroom & Red Radish:** Button Mushrooms, Pearl Onions and Radish in an Italian dressing

**Greek Salad:** Roma Tomatoes, Diced Cucumber, Red Onion, Olives & Feta Tossed in a Greek Vinaigrette

**Marinated Seven Bean Salad:** A Flavourful Combination of Black, Northern, Pinto, Kidney, Navy, Turtle & Chick Peas

**Coconut Curried Rice:** Bengal Curried Basmati Rice with Flavours of Coconut Milk, Celery & Onion

**Marinated Cucumber & Red Onion:** English Cucumber & Red Onion Marinated in a Red Wine Vinaigrette

**Spinach:** Mushroom & Egg with Raspberry Dressing

## Chilled Pacific Seafood Platter

**Salmon, Scallops, Prawns, Shrimp & Mussels**

**Assorted Cold Cuts**

**Devilled Eggs, Relishes & Condiments**

## YOUR CHOICE OF 3 ENTRÉE'S

Roast Alberta Beef, Sautéed Mushrooms with a Red Wine Peppercorn Jus

Honey Baked Ham with Dijon Mustard Sauce

Poached Salmon with a Peach Pineapple Coulis

Roast Leg of Pork with Maple Raisin Sauce

Creamy Scallop & Shrimp Symphony

Roast Leg of Lamb with Anise & Red Current Jus

Curried Butter Chicken

Baked Vegetarian Lasagna

Butternut Squash Ravioli in a Rich Creamy Tomato & Fennel Sauce

Roast Nugget Potatoes **OR** Creamy Garlic Mashed Potato and Rice Pilaf

Steamed Seasonal Vegetables

Fresh Baked Rolls & Butter

## DESSERT

Fresh Fruit Platter, Assorted Imported & Artisan Cheeses with Rice Crackers

Crème Brûlée, Belgium Chocolate Mousse

Fresh Fruit Tarts & Assorted Cakes

Coffee & Organic Teas

6

# Light Dinner Buffets



## **'BUSINESS DINNER' BUFFET**

**\$32.00 PER PERSON (MINIMUM 25 PERSONS)**

### **CHOICE OF 2 SALADS**

Medley of Seasonal Baby Greens with Assorted Dressing  
Club Caesar Salad  
Thai Noodle Salad  
Yukon Gold Potato & Egg Salad  
Tomato, Cucumber & Olive with a Balsamic Dressing  
Marinated Seven Bean Salad  
Chili Coconut Rice Salad  
Marinated Vegetable Salad

### **CHOICE OF 2 HOT ITEMS**

Chicken & Mushroom Tarragon Cream Sauce  
Thai Coconut Chicken  
Baked Vegetarian Lasagna  
Butternut Squash Ravioli with Tomato Cream Sauce  
Beef Bourguignon  
  
Steamed Rice, Fresh Rolls & Butter  
Assorted Cakes & Chocolate Mousse  
Self-Serve Coffee & Organic Tea Station

## **'WORKING' DINNER**

**\$27.00 PER PERSON (MINIMUM 10 PERSONS)**

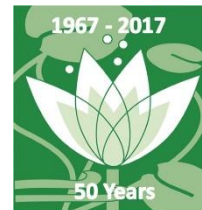
Soup of the Day  
Medley of Seasonal Greens with Assorted Dressings  
Assorted Gourmet Sandwiches Including Vegetarian  
Assorted Cakes & Squares  
Self-Serve Coffee & Selection of Organic Tea Station

**Add Gluten Free Sandwiches for \$2.00 per person**



# Summertime Barbeques

Available May-September



## GOURMET BBQ

**\$37 (Minimum 40 persons)**

### SALADS

**Medley of Seasonal Greens:** Green Leaf, Sui Choy, Radicchio, Spinach & Kale with an Assortment of Dressings

**Thai Noodle with Sesame Shrimp:** Chow Mein Noodles, Onion, Peppers, Sesame Shrimp, Tossed in a Thai Dressing

**Tomato, Bocconcini & Basil:** Sliced Roma Tomato & Bocconcini, Served with Fresh Basil, Balsamic and Olive Oil Dressing

**Fiesta Pearl Barley Salad:** Barley, Corn, Pepper & Zucchini Tossed in a Lime Dressing

### CHOICE OF ONE:

Marinated Chicken Breast    Grilled Sirloin Steak    Skewered Prawns    BC Salmon Fillet    Vegetable & Tofu Brochette

*Add an additional choice for \$5.00 per person*

**All Items are Served with Smoky Barbeque, Sweet Chili, Hot & Peppercorn Sauces  
Fresh Corn on the Cob & Fresh Rolls & Butter**

### CHOICE OF:

Baked Potatoes with Mozzarella Cheese, Sour Cream, Green Onions & Bacon Bits on the Side

**OR** Herb Roasted Baby Potatoes

### DESSERT

Fresh Fruit Platter , Strawberry Shortcake and Belgium Chocolate Mousse

Coffee & Organic Teas

## BASIC BBQ

**\$24 (Minimum 25 persons)**

### YOUR CHOICE OF TWO SALADS

**Medley of Seasonal:** Green Leaf, Sui Choy, Radicchio , Spinach & Kale with an Assortment of Dressings

**Thai Noodle Salad:** Chow Mein Noodles, Onion and Peppers Tossed in Thai Dressing

**Yukon Gold Potato & Egg Salad** with Green Onion in a Celery Mustard Mayo Dressing

**Marinated Seven Bean Salad:** A Flavourful Combination of Black, Northern, Pinto, Kidney, Navy, Turtle & Chick Peas

### CHOICE OF ONE:

Grilled Beef Burgers, Veggie Burgers, Smokies or Hot Dogs

Fresh Vegetable Platter

Assorted Seasonal Fruit Platter

Bags of Potato Chips or Roast Nugget Potatoes

Iced Tea, Coffee or Tea

**Offer two items for an additional \$3.00 per person**

# White Wine & Sparkling Wine



## WHITE SELECTIONS

Peller Estate Proprietor's Reserve White BC (o)	Bottle 24.25
Open Sauvignon Blanc BC VQA (o)	Bottle 26.75
Gehringer Reisling BC VQA (1)	Bottle 32.25
Jackson-Triggs Sauvignon Blanc BC VQA (o)	Bottle 32.25
Inniskillin Chardonnay BC VQA (o)	Bottle 32.25
Calona Artist Series Pinot Gris BC VQA (o)	Bottle 32.25
Red Rooster Pinot Gris BC VQA (o)	Bottle 32.25
Lindeman's Bin 65 Chardonnay (Australia) (o)	Bottle 32.25
Pays D'oc Viognier (France) (o)	Bottle 32.75
Folonari Pinot Grigio (Italy) (o)	Bottle 34.75
Sandhill Pinot Blanc VQA (1)	Bottle 37.75
Monkey Bay Sauvignon Blanc (New Zealand) (o)	Bottle 37.25
Red Rooster Gewurztraminer VQA (1)	Bottle 37.25
Sea Star Ortega (Pender Island) (o)	Bottle 43.25

## SPARKLING SELECTIONS

Henkell Trocken Piccolo 200ml (Germany) (o)	Bottle 11.75
La Scala Spumante (Canada) (2)	Bottle 19.25
Segura Viudas Brut Reserva (Spain) (1)	Bottle 34.75
Anna Spinato Prosecco (Spain) (1)	Bottle 34.75

# Red Wine & Rose Wine



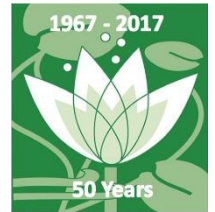
## RED SELECTIONS

Peller Estate Proprietor's Reserve Red BC (o)	Bottle 24.25
Open Merlot BC VQA (o)	Bottle 26.75
Peller Family Series Cabernet-Merlot BC VQA (o)	Bottle 26.75
Finca Los Primos Malbec (Argentina) (o)	Bottle 32.25
McLaren's on the Lake Shiraz (Australia) (o)	Bottle 32.25
Red Rooster Merlot BC VQA (o)	Bottle 32.25
Jackson Triggs Cabernet-Sauvignon	Bottle 32.25
McGuigan Black Label Cabernet-Merlot (Australia) (o)	Bottle 32.25
Masi Modello Dlle Venezie (Italy) (o)	Bottle 34.75
Monasterio de las Viñas (Spain) (o)	Bottle 34.75
Inniskillin Pinot Noir BC VQA (o)	Bottle 34.75
Wyndam Estate Bin 555 Shiraz (Australia) (o)	Bottle 36.25
Cotes Du Rhone Perrin Reserve (France) (o)	Bottle 43.25
Sandhill Cabernet-Merlot BC VQA (o)	Bottle 44.75
Osoyoos Larose Petales d'Osoyoos BC VQA (o)	Bottle 52.25

## ROSÉ WINE

Jackson Triggs Rosé (o)	Bottle 32.25
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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-\$8.00
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 \$22 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

# 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							
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	\$100 per room	\$150 per room	\$150 per room	\$150 per room
Wild Rose Room	\$175	\$225	\$300	\$300
Main Dining Room	\$1500.00	\$1500	\$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.

**A version of this menu can be provided which indicates all vegan, dairy free and gluten free items**

## **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 4 and under are free and 5-12 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 \$15.00

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 \$40.00

Entertainment Package - \$250.00 (Bose Built-In Speakers in Main Dining Room & Wild Rose Room)

Ability to connect through any device with a headphone jack. Ideal for weddings, banquets and receptions.

**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