Weddings at
The University Club of Victoria Club
Thank you for your interest in hosting your wedding at The University Club of Victoria. In this catering package you will find catering options to accommodate your special day. If there is something that you were hoping for that you do not see on these menus, please inquire and our team here will be happy to create a custom menu based on your needs.

The University Club of Victoria is nestled in a forested area, located right on the University of Victoria grounds. Our secluded patio overlooking the pond is an ideal setting for your wedding ceremony.
Afternoon Tea

Minimum of 15 people

**BERRY TRIFLE**
Vanilla Sponge Cake, Chantilly Cream, Mixed Berry Compote

**TRADITIONAL WARM DELICACIES**
House-Baked 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, Decaf & Selection of Organic Teas

$33.50
Hors D’oeuvres
Minimum of 2 dozen per item

Hot $34.00 per dozen
- Scallops Wrapped in Bacon, Cocktail Sauce
- Tempura Fried Prawns, Chipotle Ketchup
- Falafel Nugget, Tahini Sauce
- Vegetable Spring Rolls, Fruity Plum Sauce
- Artichoke & Pesto Stuffed Mushrooms
- Spanakopita
- BC Smoked Salmon Tartlet
- Vegetarian Samosas, Mango Chutney
- Mini Crab Cakes, Lemon Dill Sauce
- Tandoori Chicken Brochette
- Spicy Chili Lamb Skewer
- Beef Sausage Roll, Mustard
- Leek and Double Smoked Bacon Tartlet
- Walnut Meat-Less Balls

Cold $31.00 per dozen
- Goat Cheese & Roasted Bell Pepper Crostini
- Sundried Tomato & Cream Cheese Endive
- Vegetarian Dolmades
- Grape Tomato & Bocconcini Skewer
- Devilled Eggs
- Tomato Bruschetta
- Beet, Goat Cheese & Arugula Spoon
- Smoked Salmon, Onion and Caper
- Olive Tapenade Stuffed Cucumber
- California Roll, Wasabi & Pickled Ginger
- Endive Chicken & Cilantro
- Cold Tiger Prawns, Cocktail Sauce
- Prosciutto & Melon
- Blue Cheese, Walnut & Pear Crostini

Desserts $30.00 per dozen
- Vanilla Bean Mini Bite Sized Cheesecakes
- Mini Chocolate Mousse Cups
- Mini Fruit Tarts
- Chocolate Covered Strawberries $35.00 per dozen
- Assorted Cakes & Squares

Vegan Gluten Free

Catering Note:
A general guide to ordering for a reception
- 3-4 pieces per person, short reception with dinner to follow
- 4-6 pieces per person, longer reception with a later dinner
- 7-10 pieces per person, for a heavy reception or light dinner
- 11-16 pieces per person, to replace a meal

Ordering enough of one item for each person is recommended
Reception Enhancements

**IMPORTED & LOCAL ARTISAN ASSORTED CHEESE BOARD**
A selection of cheeses served with an assortment of rice crackers
- Sampler Platter (serves 10 persons) $55
- Small Platter (serves 20 persons) $105
- Medium Platter (serves 40 persons) $210
- Large Platter (serves 60 persons) $300

**VEGETABLE & DIP PLATTER**
- Sampler Platter (serves 10 persons) $35
- Small Platter (serves 20 persons) $65
- Medium Platter (serves 40 persons) $125
- Large Platter (serves 60 persons) $180

**VARIETY OF SEASONAL FRESH FRUIT PLATTER**
- Small Platter (serves 10 persons) $50
- Medium Platter (serves 20 persons) $95
- Large Platter (serves 30 persons) $145

**ASSORTED SANDWICH PLATTER**
*Please advise if your order should be finger sandwiches, cut in quarters*
- Small Platter (serves 10 persons) $115
- Medium Platter (serves 20 persons) $210
- Large Platter (serves 30 persons) $295

**ANTIPASTI**
Salami, Prosciutto, Black Forest Ham, Grilled Red Peppers, Marinated Mushrooms, Roasted Garlic, Provolone, Bocconcini & Olives Served with Artisan Breads
- Sampler Platter $35 (Serves 10)
- Large Platter $75 (Serves 25)

**HUMMUS & PITA**
Lemon Hummus & Olives Served with Grilled Pita Bread
- Sampler Platter $30 (Serves 10)
- Large Platter $65 (Serves 25)

**NACHO’S $20**
Tri Coloured Tortilla Chips layered with Mozzarella, Cheddar & Jack Cheese (Serves 5)

**SIDE OF SALMON**
Smoked Side of Salmon Served with Rice Crackers. $109 (Serves 30)

**SWEET TOOTH**
Variety of Bars and Squares $105 (3 Dozen)

**BAR SNACKS**
Small Bowls of your Favourite Salty Bar Snacks $5 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 $40
- 1/2 Slab - Serves 25 $78
- 1 Slab - Serves 50 $145

The University Club of Victoria T: 250-721-7935 E: uclubcatering@uvic.ca
All prices are per person and subject to applicable taxes and service charges. Guaranteed numbers are required 3 business days prior to the event.
CHEF’S ACTION 

STATIONS

Minimum of 50 people

PASTA STATION
Butternut Squash Ravioli & Penne
Garlic Cream Sauce
Sage Butter Cream Sauce
Olive Oil, Shrimp & Crab
Sundried Tomato with Fresh Button Mushrooms
$7.50 per person

RISOTTO STATION
Wild Mushroom, Shrimp
Walnut Pesto, Stilton Cheese, Caramelized Onions
$6.50 per person

SCALLOP & PRAWNS
Lobster Cream Sauce
Garlic Basil Olive Oil
Mango Butter
Bengal Curry
White Wine Lemon Zest
$14.50 per person

CARVED NEW YORK STRIPLOIN
Garlic Creamed Mashed Potatoes
Madagascar Green Pepper Sauce
Caramelized Onions
Hot Horseradish Sauce
Red Currant & Orange Sauce
$12.50 per person

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

Team UClub,
Many thanks for helping to arrange my special evening. The feedback I got was amazing—everyone enjoyed the excellent meal and the ambiance.
Service was great. The evening certainly met my expectations and then some. The club did a great job for me.

Anne
Three Course Plated Dinner - Set Menus

Please select one item for each course.
Choice of 2 entrees and an additional option for can be offered if we receive advance notice of how many of each is required.
Guests with allergies and dietary restrictions will be accommodated with advance notice.

STARTERS:
- Medley of Seasonal Greens: With house made dressing
- Chef’s Soup of the Day
- Club Caesar: Baby romaine hearts, parmesan, croutons & creamy garlic dressing

UPGRADE YOUR STARTER $3.50 per person
- Dunsmuir Crab Cakes: Two delectable crab cakes served with chipotle aioli
- Club Chowder: Surf clams, shrimp, smoked bacon, Island potatoes & vegetables in a broth

ENTREES: Choice of 2 entrées per function (excluding any dietary restrictions)
Entrées include a starter, seasonal vegetables, rice or potatoes and coffee & tea
- Moroccan Quinoa & Cashew Strudel: curry sauce $31.50
- Portobellini Vegetable Tower $31.50
- Butternut Squash Ravioli: creamy tomato & fennel sauce served with garlic toast $31.50
- Stuffed Pork Loin: Maple apple sauce $34.50
- Roast Breast of Chicken: Your choice of sauce $34.50
  onion & apple cider sauce, mango salsa, hickory barbeque, mushroom & tarragon
- Baked Organic Chinook Salmon: Your choice of sauce $38.00
  yoghurt dill, peach pineapple coulis, basil cream sauce, ginger soy
- Honey Ham & Mozzarella Stuffed Chicken Breast: sundried tomato pesto sauce $38.00
- Roast Sirloin of Beef: with green peppercorn sauce $38.00
- Lamb Shank: with rosemary red currant jus $38.00
- Prime Rib of Beef: Yorkshire pudding & au jus $44.00

DESSERT:
- Coconut Crème Caramel
- Chocolate Mousse
- Chocolate Torte Cake
- Strawberry Shortcake
- Vanilla Bean Cheesecake
- Fruit Crumble with Ice Cream

Served with coffee and tea

Hello Laura and Dan,

We would like to thank you very much for assisting us with everything for our lovely wedding reception. We had a spectacular time and gorgeous weather too! The food was scrumptious and we enjoyed every bite, as did our guests, we are still reminiscing about the tasty morsels we had that day.

The day was flawless and your assistance overall was fantastic! Thank you again for all your help.

Cheers,

Arwen & David

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Back to Basics
Business Dinner Buffet
Minimum of 25 people

**YOUR CHOICE OF 2 SALADS**
- Medley of Seasonal Greens with House Dressings
- Deconstructed Caesar Salad
- Orzo, Onion & Pepper Pasta Salad
- Marinated Seven Bean Salad
- Yukon Gold Potato & Egg Salad
- Fiesta Pearl Barley Salad
- Coconut Curried Rice Salad

**YOUR CHOICE OF 2 ENTÉRÉES**
- Chicken in a Mushroom & Tarragon Sauce
- Thai Coconut Chicken
- Curried Butter Chicken
- Beef Bourguignon
- Vegetarian Lasagna
- Butternut Squash in a Rich Tomato & Fennel Sauce
- Rice Pilaf
- Fresh Baked Rolls & Butter

**DESSERT**
- Fresh Fruit Platter
- Belgium Chocolate Mousse
- Coffee, Decaf, Black Tea

$35.00

**ADD ON ITEMS**
- Additional Entrées: $5.00 pp
- **Premium Entrée Options: $7.00 pp**
  - Poached Salmon with Peach Pineapple Coulis
  - Creamy Scallop and Shrimp Symphony
- Chef Carved $7.00 pp
  - Roast Sirloin of Beef
  - Baked Ham
  - Pork Loin with apple sauce

A selection of organic tea bags and hot water is available – $1.00 per person in attendance

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Build Your Own Buffet

Minimum of 45 people

YOUR CHOICE OF 4 SALADS
- Medley of Seasonal Greens with House Dressings
- Orzo, Onion & Pepper Pasta Salad
- Deconstructed Caesar Salad
- Marinated Seven Bean Salad
- Yukon Gold Potato & Egg Salad
- Fiesta Pearl Barley Salad
- Tomato & Basil Salad
- Coconut Curried Rice Salad
- Marinated Cucumber & Red Onion Salad

YOUR CHOICE OF 2 ENTÉRÉES
- Canadian Roast Top Round of Beef with 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

YOUR CHOICE OF 1 NUGGET POTATOES
- Creamy Garlic Mashed Potato
- Mashed Yam & Potato
- Scalloped Potato
- Rice Pilaf
- Steamed Seasonal Vegetables
- Fresh Baked Rolls & Butter

DESSERT
- Fresh Fruit Platter
- Belgium Chocolate Mousse
- Fresh Fruit Tarts
- Assorted Cakes
- Coffee, Decaf, Black Tea

$45.50

ADD ON ITEMS
- Additional Entrées: $5.00 pp
- Premium Entrée Options: $7.00 pp
  - Poached Salmon with Peach Pineapple Coulis
  - Creamy Scallop and Shrimp Symphony
  - Chef Carved $7.00 pp
    - Roast Sirloin of Beef
    - Baked Ham
    - Pork Loin with apple sauce
    - Roast Turkey with Cranberry Sauce

A selection of organic tea bags and hot water is available – $1.00 per person in attendance

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Team UClub,
We had a wonderful time at our wedding yesterday! Everything was perfect. The staff and the venue were better than we could have asked. Thank you so much for helping us through out the planning process. You and your team did an amazing job all around. Thanks again!
Andrew and Shannon
President’s Dinner Buffet
Minimum of 45 people

**SALADS**
- Deconstructed Caesar Salad
- Medley of Seasonal Greens
- Thai Noodle with Sesame Chicken Salad
- Artichoke & Tomato Basil Salad
- Orzo Pasta & Baby Shrimp Salad
- Marinated Seven Bean Salad
- Spinach, Mushroom & Egg Salad with Raspberry Dressing

- Chilled Pacific Seafood Platter
- Salmon, Scallops, Prawns, Shrimp & Mussels
- Assorted Cold Cuts
- Devilled Eggs, Relishes & Condiments

**ENTRÉES**
- Chef Carved Roast Alberta Beef
- Sautéed Mushrooms with a Red Wine Peppercorn Jus
- Poached Salmon with a Peach Pineapple Coulis
- Creamy Scallop & Shrimp Symphony
- Butternut Squash Ravioli
- Rich Creamy Tomato & Fennel Sauce

- Nugget Potatoes and Rice Pilaf
- Steamed Seasonal Vegetables
- Fresh Baked Rolls & Butter

**DESSERT BUFFET**
- Fresh Fruit Platter,
- Assorted Imported & Artisan Cheeses
- Crème Brûlée,
- Belgium Chocolate Mousse
- Fresh Fruit Tarts
- Assorted Cakes

Coffee, Decaf, Black Tea, Peppermint Tea
$58.50

A selection of organic tea bags and hot water is available – $1.00 per person in attendance

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UClub Patio BBQ’s

GOURMET BBQ $38.50
Minimum of 40 people

**SALADS**
- Medley of Seasonal Greens
- Thai Noodle with Sesame Shrimp
- Tomato, Bocconcini & Basil
- Fiesta Pearl Barley Salad

**CHOICE OF 1**
- Marinated Chicken Breast
- Grilled Sirloin Steak
- Skewered Prawns
- BC Salmon Fillet
- Vegetable & Tofu Brochette

*Add an additional choice for $7.00 per person*

- Fresh Corn on the Cob & Fresh Rolls & Butter

**CHOICE OF 1**
- Baked Potatoes with Mozzarella Cheese, Sour Cream, Green Onions & Bacon Bits on the Side
- Herb Roasted Baby Potatoes

**DESSERT**
- Fresh Fruit Platter
- Strawberry Shortcake
- Belgium Chocolate Mousse
- Coffee, Decaf, Black Tea

BASIC BBQ $25.50
Minimum of 25 people

**SALADS**
- Medley of Seasonal Greens
- Yukon Gold Potato & Egg Salad

**CHOICE OF 1**
- Grilled Beef Burgers
- Veggie Burgers
- Smokies or Hot Dogs

*Add an additional choice for $3.00 per person*

- Fresh Vegetable Platter
- Assorted Seasonal Fruit Platter

**CHOICE OF 1**
- Bags of Potato Chips
- Roast Nugget Potatoes

- Iced Tea, Coffee, Decaf, Black Tea

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Wine By the Bottle

**Table service**

**WHITE**
- Igneous Granite White 2018
- Petite Paille Sauvignon Blanc 2016
- The Hatch Chardonnay 2017
- Sea Star Ortega 2016
- Stags Hollow Vidal 2017
- Red Rooster Pinot Gris 2018
- Claude du Val Rose 2018
- Garzon Albarino 2017
- Basa Rueda 2016
- Di Lenardo Pinot Grigio 2018

**RED**
- Grao Vasco 2017
- Luccarelli Primitivo 2017
- CC Jentsch Cab/Merlot 2018
- Volcanic Hills Gamay 2018
- Pays D’oc Paul Mas Malbec 2017
- Dirty Laundry Cab Sauvignon 2018
- Hillside Syrah 2016
- Petales D’osoayos 2016
- Basilisco Teodosio Aglianico 2015
- Al Muvedre Do Alicante 2016

**SPARKLING WINE**
- Zonin Prosecco DOC 2017
- Segura Viudas

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## BAR LIST

<table>
<thead>
<tr>
<th>Beverage</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>High-Balls</td>
<td>$7.00</td>
</tr>
<tr>
<td>Premium</td>
<td>$7.50-$12.00</td>
</tr>
<tr>
<td>House Wine Glass</td>
<td>$7.50</td>
</tr>
<tr>
<td>Premium Wine Glass</td>
<td>$8.75</td>
</tr>
<tr>
<td>Domestic Beer Bottle</td>
<td>$6.75</td>
</tr>
<tr>
<td>Import Beer Bottle</td>
<td>$7.75</td>
</tr>
<tr>
<td>Draft Beer Glass</td>
<td>$6.25</td>
</tr>
<tr>
<td>Draft Beer Mug</td>
<td>$7.50</td>
</tr>
<tr>
<td>Cider &amp; Coolers</td>
<td>$7.00-$8.00</td>
</tr>
<tr>
<td>Soft Drinks</td>
<td>$3.75</td>
</tr>
<tr>
<td>Juice</td>
<td>$4.50</td>
</tr>
</tbody>
</table>

All beverages quoted above are inclusive of tax.

## BOWLS

(Serve Approximately 50 Cups)

<table>
<thead>
<tr>
<th>Beverage</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fruit Punch</td>
<td>$80.00</td>
</tr>
<tr>
<td>1/2 Bowl Fruit Punch</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

## COFFEE & TEA STATION

At your request, a self-serve station can be set up with regular coffee, decaf coffee & a selection of teas for $22.50 per thermos (8-10 cups) and will be charged on consumption the day of the event.

A selection of organic tea bags and hot water is available – $1.00 per person in attendance.

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**BANQUET BAR SERVICE**

**HOST BAR**

All beverages that are purchased through the bar will be billed to the main account. Groups can put restrictions on what can be hosted.

**CASH BAR**

Guests purchase beverages on their own with payments of cash, debit or credit.

**TICKETED BAR**

Hosts can offer guests tickets to be used for a beverage at the bar. The charge for each of the beverages ordered will be added to the final bill.

**BARTENDER CHARGE**

There is a charge for a bartender in the Main Dining Room, Fire Place Lounge or adjoining 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.

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The University Club of Victoria T:250-721-7935 E: uclubcatering@uvic.ca. Guaranteed numbers are required 3 business days prior to the event.
Terms & Conditions

Booking Policies | Room Rates | Food Minimums
All bookings at the University Club must have a Membership connected to them. There are three categories of private room bookings: Member Bookings, Sponsored Bookings and Recognized Bookings. Anyone can become a Member of the Club to book the Club’s private rooms. Information on becoming a Member is included below the booking and billing policies.

Member Bookings:
- All Member’s of the Club will receive Member room rental and food minimum rates when booking events and paying them through their Membership account.
- The Member must be present at the event.
- Reciprocal Member’s are able to make Member Bookings but a deposit will be taken and a valid credit card held on file to settle the final invoice.

Sponsored Bookings:
- All Member’s of the Club can choose to sponsor third-party event bookings. Member room rental and food minimums will apply as the Member is guaranteeing all charges by agreeing to sponsor the non-Member.
- The Sponsoring Member must be present at the event.
- Please note that the third-party organizing the event details will be privy to the personal Membership number and contact information of the sponsoring Member – they will appear on the Event Order and chit.
- Please read through Billing Terms and Conditions carefully.

Recognized Bookings:
- All Member’s of the Club can choose to recognize third-party event bookings. Non-Member room rentals and food minimums will apply as the Member is not responsible for the charges.
- The Member does not need to be present at the event.

** Individuals, who are a Member of a Club belonging to the ACUC, are able to make private room booking and non-Member rates will apply, a deposit will be taken, and a credit card will be held on file to guarantee all charges **

Billing Terms and Conditions

Member Bookings:
- Event charges will be posted to the membership account in which the month the event takes place.
- Catering and Sales Manager will advise if a deposit is necessary. The deposit is deducted from the Membership account in the month the event takes place.
(continued)
Billing Terms and Conditions (continued)

**Sponsored Bookings:**
- Event charges are posted to the Membership account in the month the event takes place.
- The chit, showing the Member’s Event charges, is e-mailed to the Sponsoring Member at the time the membership statement is generated.
- The Member has until the end of the following month to ensure the University Club receives the full third-party payment.
- If the third-party payment is not received by the end of the following month, the payment method attached to the sponsoring Membership account is processed for all of the account’s charges including the outstanding event charges.
- For example: Event date is in January, chit is sent to sponsoring Member February 1st, third party payment must be received by February 28th.
- *Please note that all charges must be billed through the V account when UVic Departments sponsor bookings. The Club cannot accept payment from the third-party directly in these instances.*
- You will sign an agreement form, which we will keep on file, agreeing to the booking and billing policies.

**Recognized Bookings:**
- A deposit is taken, and a valid credit card held on file to settle the final invoice.
- A consent agreement for payment card storage will need to be signed.
- An invoice is generated and e-mailed to the third party directly. Payment is due upon receipt of the

**Obtaining a University Club Membership**

If you are interested in obtaining a Membership, there are two Membership options: **corporate or personal.**

**Corporate - $670.00 annually:**
- Allows you to secure charges with the company credit card.
- Allows your staff members to book events with Member room rental and food minimum rates.
- Allows you to secure charges with the company credit card.
- Allows your staff to dine at the Club. The charges are posted to the Corporate Membership or your staff can pay with cash/debit/credit on-site (the charges and payments will still show on your Membership statement).
Terms & Conditions

Personal - $240.00 annually
- Your credit card will be attached to your Membership to secure all charges.
- You can make Member private room bookings and/or sponsor or recognize third party private room bookings.
- In order to receive Member room rental and food minimum rates for Member and Sponsored private room bookings the person holding the Membership must attend the event.
- You and your spouse are the only people who can use your Membership for dining at the Club. Guests are welcome as long as they are accompanied by the Member.

http://club.uvic.ca/associate-member-application/

-** If you or someone involved in the booking is a UVic Alumni, who has never had a club Membership then he/she would be eligible for a one year free personal Membership. In order to get this they will need to register with alumni services at the University Centre. It would be a one-time $20.00 fee for the alumni card. Please e-mail a copy of the Alumni One card to the Office Manager, uclubofficemanage@uvic.ca, immediately after the University Club Membership application is completed.
Terms & Conditions

**Deposit:** A confirmation/damage deposit of $1,000 is required to secure the use of the facility. 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.

**Cancellation Policy:** The organizer may cancel the event up to seven (7) months prior, in writing, for a full refund of deposit. The deposit will be forfeited if cancellation is made less than seven (7) months prior to the event. Please see below for further cancellation penalties.

<table>
<thead>
<tr>
<th>Days Prior to Arrival</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 Months prior to arrival date</td>
<td>No penalty and deposit will be refunded</td>
</tr>
<tr>
<td>60 days - 7 Months prior to arrival date</td>
<td>100% of room rental will be applied. Deposit will be forfeited</td>
</tr>
<tr>
<td>30-60 days prior to arrival date</td>
<td>50% of room rental. 50% of anticipated food and beverage revenue.</td>
</tr>
<tr>
<td>3-29 days prior to arrival date</td>
<td>100% of room rental. 50% of anticipated food and beverage revenue.</td>
</tr>
<tr>
<td>Within 72 hours prior to arrival date</td>
<td>100% of room rental. 100% of anticipated food and beverage revenue.</td>
</tr>
</tbody>
</table>

**Payment Terms:** 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 by an alternate method of payment on the first working day following the event the credit card will be used only for backup.

**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.

**Service Charges:** All food and beverage services are subject to a 15% service 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 service times will include your bartender fee when applicable.

**Confirmation:** Confirmation of guaranteed number of guests is required seven (7) days prior to the wedding. 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.

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Terms & Conditions

Facility Charges & Food Minimums

Main Dining Room: A facility charge of $700 (members) or $1500 (non-members).

A minimum of $1,500 (members) or $2,000 (non-members) in food purchases is required for events Monday to Thursday. $3,000 (members) or $3,500 (non-members) in food purchases is required for events on Friday and Saturdays.

Fire Place Lounge: A facility charge of $250 (members) or $350 (non-members).

A minimum of $350 (members) or $550 (non-members) in food purchases is required for events Monday to Thursday in the Fireplace Lounge. $1,500 (members) or $2,000 (non-members) in food purchases is required for events on Friday and Saturdays in the Fireplace Lounge.

Wedding Ceremony: Ceremonies may be held on site after 3pm for a set up fee of $350. Rehearsal times, if required, can be confirmed 30 days prior to wedding.

Menu Selection:
The University Club requires all menus to be selected a minimum of thirty (30) days 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.

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.

Health Regulations: All food and beverage must be purchased through the University Club. No food and/or beverage of any kind, except commercially made wedding 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. The fee for bringing an outside cake in is $2.00 per person.
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 12:30 am. A penalty of $500 per hour or part thereof will be levied should the Club not be evacuated after 12:30 am.

**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 goods, property, and/or equipment brought into the facility by the organizer or guests.

**Children at the Club:**
The University Club is a child friendly facility. Children are welcome to use the area’s of the Club that are rented specifically for your event. Please note that if your event includes the rental of any outdoor or indoor areas, all children require to be supervised at all times. The Club has a beautiful pond that many enjoy however this area is a safety concern to children that are not supervised.

**Decorating:** The Catering Manager must be consulted regarding any displays or signage to be used on the property by the organizer or guests. Any use of nails, staples, glue, or any like materials is not allowed on any walls, doors, ceilings, or other surfaces. The use of confetti, rice, or bubbles is NOT permitted on the premises. No open flames are permitted (enclosed candles are allowed). Decoration clean up is the responsibility of the function organizer and is to be completed prior to leaving the premises. Access time to the Club for decorating will be confirmed 30 days prior to

**Suppliers:** Please contact the University Club regarding delivery and setup time of suppliers. All decorations used must be removed immediately following the function. This is the responsibility of the supplier.

**Parking:** All vehicles parked on campus are required to display a valid parking permit purchased on site; please refer to the Campus Parking website for rates: http://web.uvic.ca/security/parking/rate

**Photography:** Family and wedding party photographs can be taken in and around the Club.

**Linens:** White linen will be included in the catering package. Any other colour linen or napkins will be subject to an additional charge. Black or white skirting is available for head table, cake, gift and guestbook tables.

The University Club of Victoria T:250-721-7935 Euclubcatering@uvic.ca
Terms & Conditions

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
Up -lighting $10.00 per light (maximum of 8)
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
LCD Projector $50.00
Flipcharts with Markers & Paper $25.00
60" Flat Screen TV $50.00
Podium & Mic - Complimentary
Wireless Mic - Complimentary
House Sound for presentations $25.00
Conference Phone $40.00
Entertainment Package - $250.00 (Bose Built-In Speakers in Main Dining 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.

<table>
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<tr>
<th>Room Capacity</th>
<th>SOCAN With Dancing</th>
<th>SOCAN Without Dancing</th>
<th>Re:Sound With Dancing</th>
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The University Club of Victoria