

## COFFEE BREAKS

### COFFEE

10 Cup Carafe **33**  
50 Cup Carafe **\$160**  
100 Cup Carafe **\$310**

### HOT BEVERAGES

Regular Tea **\$3.75/bag** charged on consumption  
Herbal Tea **\$3.75/bag** charged on consumption

### A LA CARTE BEVERAGES

Bottled Fruit Juice **\$3.75** charged on consumption  
Canned Soft Drinks **\$3.75** charged on consumption  
Bottled Water **\$3.75** charged on consumption

64 oz. Pitcher of Juice **\$28**  
64 oz. Pitcher of Pop **\$25**  
64 oz. Pitcher of Ice Tea **\$25**

### A LA CARTE SNACKS *minimum 15 people*

Seasonal Fresh Fruit Tray with Yogurt Dip **\$12** per person  
Fresh Vegetables & Dip **\$12** per person  
Assorted Dainties **\$9** per person  
Assorted Muffins **\$6** each  
Assorted Bagels with Cream Cheese **\$5** each  
Cinnamon Buns **\$6** each  
Assorted Danishes **\$5** each  
Assorted Loaves (Lemon, Banana, Coffee, Wild berry) **\$7** each  
Granola Bars **\$3** each  
Chocolate Bars **\$3** each  
Individual Yogurt **\$3** each  
Oven Baked Cookies **\$3** each

# BREAKFAST MENU

PLATED SELECTION  
Minimum 25 people

## FRESH START

Garden Vegetable Scramble  
(Egg, Red & Green Peppers, Tomato and Onion)  
Fresh Seasonal Fruit Garnish  
Chilled Orange Juice  
Freshly Brewed Coffee & Tea  
**\$23 Per Person**

## VISCOUNT BREAKFAST

Scrambled Eggs  
Golden Hash Browns  
Two Breakfast Sausage Links & Two Strips of Bacon  
Fresh Seasonal Fruit Garnish  
Chilled Orange Juice  
Freshly Brewed Coffee & Tea  
**\$27 Per Person**

## BREAKFAST GRILL

Choice of French Toast or Pancakes  
Two Breakfast Sausage Links & Two Strips of Bacon  
Fresh Seasonal Fruit Garnish  
Chilled Orange Juice  
Freshly Brewed Coffee & Tea  
**\$27 Per Person**

# BREAKFAST MENU

## BUFFET SELECTION Minimum 25 People

### CONTINENTAL

Assorted Breakfast Pastries  
Fresh Seasonal Fruit Platter  
Chilled Orange & Apple Juice  
Freshly Brewed Coffee & Tea  
**\$22 Per Person**

### HEALTHY START

Seasonal Fresh Fruit Salad  
Granola  
Individual Yogurt  
Assorted Bagels with Cream Cheese  
Chilled Orange & Apple Juice  
Freshly Brewed Coffee & Tea  
**\$22 Per Person**

### HOME-STYLE BREAKFAST

Choice of French Toast *or* Pancakes  
Scrambled Eggs  
Breakfast Sausage  
Crispy Strips of Bacon  
Golden Hash Browns  
Fresh Seasonal Fruit Platter Chilled  
Orange & Apple Juice Freshly  
Brewed Coffee & Tea  
**\$26 Per Person**

# BRUNCH BUFFET

## VISCOUNT BRUNCH BUFFET

(Minimum 40 people)

Fresh Baked Breakfast Pastries

Vegetable and Fruit Tray

Choice of 2 Salads

Made to Order Omelette Station

Fluffy Waffles with Fruit Toppings

Breakfast Sausage Links *or*  
Crispy Strips of Bacon

Golden Hash Browns

Carved Honey Glazed Ham

### Choice of one Hot Item

Barbecue Chicken

Southern Fried Chicken

Sliced Chicken Breast with Mushroom Sauce

Roast Beef with Red Wine Sauce

Italian Lasagna *or* Vegetarian Lasagna

Chilled Orange Juice & Apple Juice

Freshly Brewed Coffee & Tea

**\$40 Per Person**

### Add Ons:

Extra Hot Item \$6

Maple Glazed Salmon \$8 per person

Eggs Benedict \$6 per person

Pancakes *or* French Toast \$6 per person

# BREAKS

## AFTERNOON TEA TIME

Homemade Baked Scones  
Oven Baked Cookies  
Freshly Brewed Coffee & Assorted  
Teas  
**\$17 Per - min 15 people**

## BALL GAME BREAK

Popcorn  
Assorted Nuts  
Red Licorice  
Chocolate Bars  
Pop & Ice Tea  
**\$17 Per - Min 15 people**

## HEALTH BREAK

Whole Seasonal Fruit Kabobs  
Assorted Yogurts  
Granola  
Juice Station  
**\$17 Per - Min 15 People**

## VEGGIE BREAK

Fresh Vegetable Tray with Dip  
Pita Bread Slices  
Hummus  
Juice Station  
**\$17 Per - Min 15 People**

## LUNCH MENU

### Specialty Plates *minimum 25 people*

#### QUICHE

A Combination of Eggs, Cream and Cheese in a Pastry Shell  
(Bacon, Green Onion and Cheese) or (Spinach, Onion and Cheese)

Served With:  
Tossed Salad with choice of dressing  
Chef's Choice Dessert  
Freshly Brewed Coffee & Tea  
**\$27 Per Person**

#### LASAGNA

Tender Pasta Sheets Layered with Bolognese or Primavera Sauce  
Choice of Italian Meat or Vegetarian

Served With:  
Garlic Breadsticks  
Caesar Salad  
Chef's Choice Dessert  
Freshly Brewed Coffee & Tea  
**\$29 Per Person**

#### GRILLED CHICKEN CAESAR SALAD

Crisp Romaine Lettuce Tossed in House made Caesar Dressing, Croutons and Parmesan Cheese  
Topped with Sliced Grilled Chicken Breast

Served With:  
Garlic Breadsticks  
Chef's Choice of Dessert  
Freshly Brewed Coffee & Tea  
**\$27 Per Person**

#### BAKED CHICKEN ALFREDO

Tender Penne Noodles in a Creamy Garlic Alfredo Sauce with Grilled  
Chicken Breast

Served with Caesar Salad and a Garlic Breadstick  
Chef's Choice of Dessert  
Freshly Brewed Coffee & Tea  
**\$29 Per person**

## LUNCH MENU

### PLATED MEALS *minimum 25 people*

#### STEAK SANDWICH

6oz Sirloin Prepared to Medium,  
Served on Garlic Toast **\$38 Per Person**

#### CHICKEN BREAST

**Choice of:**

**Teriyaki:** Glazed with Teriyaki Sauce **\$30**

**Rustic Chicken:** Topped with Garlic Gravy **\$30**

**BBQ:** Brushed with our House BBQ Sauce **\$30**

**Mushroom Chicken:** Breaded Chicken Cutlet with Mushroom Gravy: **\$30**

**Chicken Parmesan:** Breaded Chicken Cutlet topped with Marinara Sauce and  
baked with Mozzarella cheese: **\$32**

#### LEMON HERB SALMON

6oz Grilled Salmon Topped with House-made Lemon Pepper Cream  
Sauce  
**\$38 Per Person**

#### VEAL CUTLET

Lightly Breaded Cutlets Baked and Served with our  
House-made Mushroom Sauce **\$38 Per Person**

ALL PLATED MEALS ARE SERVED WITH YOUR CHOICE OF SOUP OR TOSSED SALAD,  
CHOICE OF POTATO, SEASONAL VEGETABLES, BREAD BASKET, CHOICE OF DESSERT,  
FRESHLY BREWED COFFEE AND TEA

# LUNCH BUFFET

(MINIMUM 40 PEOPLE)

## CHOOSE TWO SALADS:

Caesar Salad  
Mixed greens with a choice of 2 dressings  
Macaroni Salad with Ham & Cheese  
Classic Potato  
Greek Salad  
Coleslaw  
Spinach and Sliced Strawberry Salad with Honey Vinaigrette

## CHOOSE TWO ENTREES:

Barbecue Chicken  
Southern Fried Chicken  
Sliced Chicken Breast with Mushroom Sauce  
Roast Beef with Red Wine Sauce  
Pasta with Italian Meat Sauce  
Sweet & Sour or BBQ Meatballs  
Italian Meat Lasagna  
Roast Porkloin with Balsamic Glaze  
Beef Stir-fry

## CHOICE OF ONE VEGETARIAN ENTREE:

Pasta Primavera  
Three Cheese Manicotti in Tomato Basil Sauce  
Vegetarian Cabbage Rolls  
Vegetarian Lasagna  
Potato and Cheese Perogies with Fried Onions  
Vegetable Chow Mein

## INCLUDES:

Chef's Choice of Potato or Rice  
Seasonal Vegetables  
Bread Basket  
Assorted Dainties  
Fruit Platter  
Freshly Brewed Coffee & Tea  
**\$40 Per Person**

**ADD ADDITIONAL HOT ITEM...\$6 Per Person**  
**ADD BARON OF BEEF CARVERY...\$7 Per Person**

ASK YOUR CATERING CONSULTANT ABOUT OUR GLUTEN FREE, VEGETARIAN & VEGAN OPTIONS  
ABOVE PRICES DO NOT INCLUDE PST, GST AND GRATUITY. PRICES SUBJECT TO CHANGE WITHOUT  
NOTICE.



# LUNCH BUFFET

*minimum 25 people*

## QUICK BREAK

Choice of Soup  
Tossed Salad or Caesar  
Salad Garlic Breadsticks

**\$22 Per Person**

## STIR-FRY

Wonton Soup  
Garden Salad  
Steamed Asian Greens with Chicken, Beef, or Pork  
Fried or Steamed Rice  
Chicken in Teriyaki or Sweet Chili Sauce  
Fortune Cookie

**\$28 Per Person**

## PASTA

Caesar Salad  
Garlic Breadsticks  
Grated Parmesan Cheese  
Crushed Chili Flakes

**CHOICE OF PASTA:**

Linguine  
Spaghetti  
Fettuccine  
Penne Rigate  
Farfalle  
Rotini

**CHOICE OF TWO SAUCES:**

Italian Pesto Primavera  
Herbed Meat Sauce  
Alfredo Sauce  
Creamy Rosé

**\$29 Per Person**

ALL MEALS SERVED WITH ASSORTED DAINTIES & FRESH FRUIT TRAY  
FRESHLY BREWED COFFEE AND TEA

# LUNCH BUFFET

*minimum 25 people*

## WORKING LUNCH

Tossed Salad  
Fresh Seasonal Vegetable Tray with Dip  
Assorted Breads  
**CHOICE OF FOUR SANDWICH FILLINGS:**  
Chicken Salad  
Smoked Turkey  
Tuna Salad  
Black Forest Ham

Egg Salad  
Vegetarian  
Roast Beef  
Corned Beef with Hot Mustard  
**\$28 Per Person**

1 ½ sandwiches Per Person  
(Include Artisan Buns, Wraps and Open Face Sandwiches)

## BURGER BAR

(Minimum 25 Guests)

**House made Burger Patties - 1 per person**

Tossed Salad or Caesar Salad

**CHOICE OF TWO CHEESES:**

Pepperjack  
Cheddar  
Mozza  
Swiss

**Fresh Toppings:**

Sliced Tomatoes  
Red Onions  
Lettuce  
Pickles

Kaiser Buns  
Golden French Fries  
**\$32 Per Person**

ALL MEALS SERVED WITH ASSORTED DAINTIES & FRESH FRUIT PLATTER  
FRESHLY BREWED COFFEE AND TEA

# DINNER MENU

## FOUR COURSE PLATED MEALS

### ROAST PORKLOIN

Roast Porkloin Coated with a Grainy Mustard and served with a rich  
Demi-Glaze or Brandy Mushroom Sauce  
**\$50 Per Person**

### TRADITIONAL TURKEY DINNER

Succulent Tender Roasted Turkey with Sage  
Dressing, Topped with Gravy **\$50 Per Person**

### STUFFED CHICKEN BREAST

All of our Chicken Breasts are Hand Stuffed in our Kitchen Specifically for Your Event

#### CHICKEN RUSTICO

Stuffed with Roasted Red Pepper & Goat Cheese

#### CHICKEN TUSCANO

Baked Tuscan Chicken with Ricotta, Mozzarella & Provolone Cheeses and topped with  
Marinara Sauce

#### CHICKEN RICOTTA

Chicken stuffed with Ricotta Lemon Dill Chicken

#### CHICKEN VISCOUNT

Stuffed with Carrots, Celery, Onion and Swiss Cheese

#### CHICKEN KIEV

Stuffed with Delicious Herbed Butter

#### CHICKEN CORDON BLEU

Stuffed with Ham and Swiss Cheese

**\$52 Per Person**

### ROASTED SPRING CHICKEN

½ Seasoned and Roasted with Herbs and  
Served with Gravy **\$50 Per Person**

### CHICKEN AND STEAK DINNER

4oz Beef Tenderloin with a Peppercorn Brandy Sauce and a 5oz Chicken Breast  
Topped with our Signature White Wine Sauce  
**\$60 Per Person**

### SLOW ROASTED PRIME RIB

8oz Slow Roasted Prime Rib Served with Au Jus and Yorkshire Pudding  
**\$65 Per person**

SERVED WITH YOUR CHOICE OF SOUP, SALAD, TWO VEGETABLES AND  
DESSERT. ACCOMPANIED BY OUR BREAD BASKET, FRESHLY BREWED COFFEE AND TEA

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## DINNER MENU

### FOUR COURSE PLATED MEALS

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#### SALMON

##### LEMON HERBED SALMON

6oz Poached BC Salmon with House-made Lemon Herb Butter Sauce

OR

##### GRILLED SALMON

6oz Grilled BC Salmon with Grilled Citrus

**\$52 Per Person**

#### VEGETARIAN PLATES

##### PASTA

Tender Vermicelli Pasta Topped with House-made Rosé Sauce

**\$47 Per Person**

##### VEGETABLE KABOBS

Two Vegetable Kabobs Grilled and Served on a Bed of Rice.

Your Choice of Creamed Curry or Teriyaki Sauce

**\$47 Per Person**

##### VEGETABLE STRUDEL

Roasted Julienne Vegetables Hand Wrapped in a Flakey Golden Pastry, Topped with

Marinara Sauce

**\$48 Per Person**

SERVED WITH YOUR CHOICE OF SOUP, SALAD, CHOICE OF STARCH, TWO VEGETABLES AND DESSERT. ACCOMPANIED BY OUR BREAD BASKET, FRESHLY BREWED COFFEE AND TEA

**THREE COURSE MEALS AVAILABLE FOR \$2.00 OFF LISTED MENU PRICE**

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## CHILDREN'S MENU

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(AVAILABLE FOR GUESTS 12 YEARS AND UNDER)

##### CHEESEBURGER AND FRIES

House made Beef Burgers Topped with Cheddar Cheese, Mayonnaise, Ketchup and Mustard. **\$17.00 Per Child**

##### CHICKEN FINGERS AND FRIES

Three Chicken Fingers Served with House made Honey Dill Sauce

**\$17.00 Per Child**

##### MAC N' CHEESE

Macaroni Prepared with House-made Cheese Sauce

**\$17.00 Per Child**

# DINNER SELECTIONS

## SOUPS:

Cream of Potato and Leek  
Mushroom Bisque  
Broccoli and Cheddar Cheese  
Chicken and Wild Rice  
Beef and Barley  
Roasted Butternut Squash  
Tomato Basil Bisque  
Vegetable Minestrone

## STARCHES:

Deluxe Mashed Potatoes  
Duchess Potatoes  
Garlic Whipped Potatoes  
Scallop Potatoes  
Baby Roasted Potatoes  
Twice Baked Potato (Add 1.00)  
Rice Pilaf  
Fried Rice

## SALADS:

Bacon and Diced Tomato Wedge Salad  
with Ranch Dressing  
Fresh Garden Greens  
with Herbed Spiced Dressing  
Caesar Salad  
Mixed Greens and Mandarin Oranges with a  
Raspberry Dressing  
Roasted Beet and Goat Cheese Arugula Salad  
with Honey Balsamic Vinaigrette

## DESSERTS:

New York Style Cheese Cake  
(Strawberry, Cherry or Blueberry Topping)  
Assorted Mini Cheese Cakes  
(Served Family Style)  
Chocolate Mousse Topped with Whipped Cream  
and Chocolate Shavings  
Chocolate Cake  
Strawberry Vanilla Cake  
Red Velvet Cake  
Fresh Fruit Cup with Whipped Topping

## VEGETABLES:

(Choose Two)  
Honey Buttered Baby Carrots  
Buttered Green Beans  
Steamed Broccoli  
Steamed Cauliflower  
Grilled Zucchini  
Mexican Corn  
Medley of Vegetables  
Roasted Red and Green Peppers

## ADDITIONAL ACCOMPANIMENTS:

Served Family Style per Table  
Meatballs with Your Choice of Mushroom Sauce or Sweet n' Sour Sauce (\$7 Per Person)  
Potato and Cheese Perogies with Fried Onions (\$6 Per Person)  
Cabbage Rolls in a Rich Tomato Sauce (\$6 Per Person)

# DINNER BUFFET SELECTIONS

(MINIMUM 40 PEOPLE)

**CARVED ROAST TURKEY WITH SAGE DRESSING \$53 Per Person**

**CARVED HAM \$53 Per Person**

**CARVED ROAST BEEF (With Au Jus) \$57 Per Person**

**CARVED PORK LOIN (Served with Mushroom Sauce) \$55 Per Person**

## YOUR CHOICE OF TWO SALADS

Caesar Salad  
Macaroni Salad with Ham & Cheese  
Classic Potato  
Greek Salad  
Coleslaw  
Fusilli Pesto Salad  
Tomato, Mushroom & Bocconcini Salad  
Spinach and Sliced Strawberry Salad  
with a Honey Vinaigrette

## YOUR CHOICE OF TWO HOT ITEM

Sliced Ham with a Pineapple Sauce  
Mustard Crusted Porkloin  
Southern Fried Chicken  
Rustic Chicken with Garlic Gravy  
Barbecue OR Sweet N' Sour Meatballs  
Three Cheese Manicotti in Tomato Basil Sauce  
Vegetarian Cabbage Rolls  
Vegetable Chow Mein  
Vegetarian Lasagna  
Potato and Cheese Perogies

## YOUR CHOICE OF ONE STARCH

Oven Roasted Baby Potatoes  
Garlic Whipped Potatoes  
Scallop Potatoes  
Rice Pilaf  
Fried Rice

**CHOOSE ANOTHER HOT ITEM...\$5.00 Per Person**

## ALL BUFFETS INCLUDE

Tossed Salad with Two Dressings  
Seasonal Fresh Fruit Display  
Seasonal Vegetables and Dip  
Signature Bread Basket  
Assorted Desserts and Dainties  
Freshly Brewed Coffee & Tea

## YOUR CHOICE OF ONE VEGETABLE

Honey Buttered Baby Carrots  
Steamed Cauliflower  
Buttered Green Beans  
Mexican Corn  
Steamed Broccoli  
Medley of Mixed Vegetables

# HORS D'OEUVRES

## COLD

- Deviled Eggs **\$21 Per Dozen**
- Cucumber Slices with Chives and Cream Cheese **\$21 Per Dozen**
- Tomato and Ricotta Bruschetta **\$24 Per Dozen**
- Prosciutto Wrapped Asparagus Spear **\$28 Per Dozen**
- Smoked Salmon and Herbed Cream Cheese on Pumpernickel **\$29 Per Dozen**
- Chilled Prawns with Cocktail Sauce **\$30 Per Dozen**
- Cream Cheese with Red Pepper Jelly on Toasted Crackers **\$24 Per Dozen**

## HOT

- Mini Vegetarian Spring Rolls with Plum Sauce **\$24 Per Dozen**
- Barbecue Meatballs **\$24 Per Dozen**
- Spanakopita **\$24 Per Dozen**
- Chicken Satay **\$24 Per Dozen**
- Teriyaki Beef Tips **\$28 Per Dozen**
- Crab Stuffed Mushrooms **\$32 Per Dozen**
- Bacon Wrapped Scallops **\$36 Per Dozen**

# CHEF'S CARVERY

### BARON OF BEEF

Accompanied with Kaiser Buns,  
Condiments and Coleslaw  
**\$31 Per Person**

### HERB ENCRUSTED ROAST BREAST OF TURKEY

Accompanied with Cranberry Sauce,  
Kaiser Buns and Coleslaw  
**\$31 Per Person**

### PULLED PORK

Served with Kaiser Buns  
and Coleslaw **\$27 Per Person**

### SIDE SELECTIONS

French Fries **\$4.00 Per Person**  
Tossed Salad **\$4.00 Per Person**  
Caesar Salad **\$4.00 Per Person**

# SPECIALTY RECEPTIONS

## The Ballpark

Foot Long Hot Dogs served with Ketchup, Mustard and Relish

**\$16.00**

## Perogy Bar

Deep fried Perogies served with Green Onions, Bacon and SourCream

**\$16**

## Mac & Cheese Bar

Penne Noodles and Cheesy Sauce served with Bacon & Green Onions

**\$16**

### FRESH VEGETABLE TRAY WITH DIP

Assortment of Fresh Seasonal Vegetables  
with Ranch Dip

**\$12 - min 15 people**

### ASSORTED RELISH AND PICKLE TRAY

Sweet Pickles, Dill Pickles, Gherkins, Pickled Beets,  
Pickled Onions and Kalamata Olives

**\$7 - min 15 people**

### DOMESTIC CHEESE BOARD

Cheddar, Mozzarella, Pepper Jack, Swiss & Danish  
Cheeses, Garnished with Seasonal Grapes and  
Served with Assorted Crackers

**\$17 Per - min 15 people**

### SEASONAL FRESH FRUIT DISPLAY

Assortment of Fresh Seasonal Fruit with  
Yogurt Dip **\$12 per - min 15 people**

### SANDWICH TRAY

Assorted Sandwiches served with a Pickle Garnish  
Your Choice of Four Fillings: Egg Salad, Chicken Salad,  
Tuna, Turkey, Roast Beef, Black Forest  
Ham, Corned Beef with Hot Mustard or Vegetarian

**\$19 Per - min 15 people**

### DAINTY TRAY

Assorted Dainties & Squares  
(Brownies, Butter Squares, Date Squares, Carrot Cake)

**\$12 Per - min 15 people**

### COCKTAIL SANDWICHES

Assorted Open Faced, Triple Decker  
and Rolled Sandwiches

Your Choice of Four Fillings: Egg Salad, Chicken Salad,  
Tuna, Turkey, Roast Beef, Black Forest  
Ham, Corned Beef with Hot Mustard  
or Roasted Vegetables

**\$19 Per - min 15 people**

### POUTINE BAR

Fries, Gravy, Cheese  
curds

**\$15 Per - min 15  
people**

### AFTER HOURS RECEPTION

Dill Pickles, Garlic Sausage, Salami, Ham, Turkey,  
Rye and White Bread, Cheddar Cheese,  
Marble Cheese and Condiments

**\$20 Per - min 15 people**

### NACHO BAR

Tortilla Chips, Cheese Sauce, Salsa, Sour Cream,  
Tomatoes, Onions, Bell Peppers, and Jalapeno  
Peppers

**\$16 Per - min 15 people**

### DESSERT BAR

Assortment of Freshly Baked Cookies, Dainties  
and Cake Slices

**\$15 - min 15 people**



## BAR SERVICES

LIQUOR .....	\$7 PER OUNCE
HOUSE WINE .....	\$7 PER GLASS
HOUSE WINE (BOTTLE) .....	\$35 PER BOTTLE
BOTTLED BEER .....	\$7 PER BOTTLE
SOFT DRINKS .....	\$3.50 PER GLASS NON-
ALCOHOLIC PUNCH .....	\$60 A BOWL
FLAT RATE FOR POP & JUICE .....	\$6 PER PERSON

House Wine is Copper Moon Pinot Grigio (White) and Shiraz (Red). Specialty wines available upon request.

PLEASE NOTE THE ABOVE PRICES INCLUDE TAXES BUT EXCLUDE 15% GRATUITY

### CASH BAR

A cash bar is recommended when each individual guest is paying for his/her own consumption. The Viscount Gort Hotel will provide the bartender(s) at no charge when liquor consumption is over \$400 per bar. Should the bar(s) revenue be less than \$400, a bartender charge of \$20.00 per hour, per bartender will be applied with a minimum of three hours. Please note that the bartender charges commence 30 minutes before and 30 minutes after the bar operations.

### HOST BAR

A host bar is recommended when the host is paying for the guests consumption of beverages (alcoholic or non alcoholic). This charge is based on consumption on a per drink basis. The Viscount Gort Hotel will provide the bartender(s) at no charge when liquor consumption is over \$400 per bar. Should the bar(s) revenue be less than \$400, a bartender charge of \$20.00 per hour, per bartender will be applied with a minimum of three hours. Please note that the bartender charges commence 30 minutes before and 30 minutes after the bar operations.

### CORKAGE BAR

A permit bar or corkage bar is recommended if you wish to provide your own liquor for the event.

#### STANDARD CORKAGE FEE \$18 PER ADULT

Corkage Fee Includes Glasses, Ice, Garnish, Soft Drinks, Orange Juice, Cranberry Juice, Caesar Mix, Chilling, and Storage of Liquor

#### CHILDREN'S CORKAGE FEE \$9 PER MINOR

Corkage Fee Includes Glasses, Ice, Soft Drinks and Juice

#### BEER & WINE CORKAGE \$10 PER ADULT

Corkage Fee Includes Glasses, Chilling and Storage of Alcohol

#### WINE CORKAGE \$7 PER ADULT

Corkage Fee Includes Glasses, Chilling and Storage of Alcohol

#### BARTENDER...\$20.00 Per Hour

(1 Bartender for Every 100 Guests)

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## BAR SERVICES

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An Occasional Permit is required from the Liquor and Gaming Authority of Manitoba for the number of guests attending the function and the hours of alcohol service. Application for the Permit should be made 14 days prior to the event date.

As you hold the license on the room for the period of time of your permit, the Viscount Gort Hotel is not allowed to supply or exchange liquor, in accordance with LCGA regulations. It is the permit holder's responsibility to ensure an adequate supply of alcohol is purchased for the function. The permit holder is LEGALLY responsible for any and all guests. The permit holder must ensure the safety of their attendees and can be held liable in case of accidents or injuries. The Viscount Gort Hotel and staff operate under the regulations of the LCGA, therefore have the right to refuse liquor service if any regulations are not being met.

Arrangements to deliver your liquor must be made with the Sales and Catering Office. The Permit MUST be given to the hotel upon delivery and remain onsite until the liquor is removed from the premises. Upon delivery we will inspect your permit to ensure that the information noted is correct.

Only alcohol listed on the Occasional Permit will be allowed in your function rooms. All function bars must close no later than 1:00 am and function rooms must be vacated by 1:30am.

## ADDITIONAL SERVICES

The Viscount Gort Hotel proudly offers the following items at no extra cost.

Podium with Microphone, Table for presenter, Coat Rack(s), Staging (when available), Ice Water & Glassware, 1 Extension Cord, Waste Baskets, Pens and Paper.

Flipchart and Markers	_____	<b>\$50</b>
Whiteboard and Markers	_____	<b>\$55</b>
Vendor Tables	_____	<b>\$5-20</b>
Outside Source Patch Fee	_____	<b>\$50</b>
Lapel Microphone	_____	<b>\$110</b>
Photocopies	_____	<b>\$.25</b>
Over 100 Copies	_____	<b>\$.15</b>

(Above prices do not include PST and GST)  
Prices subject to change without notice

	Size (SQ FT)	Theatre	Classroom Longs (4)	Classroom Rounds (6)	Board	U-Shape/Hollow Square	Rounds of 8	Rounds of 10	Reception
<b>Royal Ball Room</b>	6612	660	268	276	72	120	460	440	600
Royal A	2552	220	100	108	48	60	140	160	220
Royal B	2030	170	84	84	48	60	96	120	140
Royal C	2030	170	84	84	48	60	96	120	140
<b>Viscount Room</b>	1972	140	72	72	40	48/56	96	120	150
Viscount A	986	70	36	36	16	24/32	48	60	75
Viscount B	986	70	36	36	16	24/32	48	60	75
<b>Windsor</b>	1300	80	40	54	32	36/40	48	60	80
<b>Hanover</b>	667	36	20	24	16	20/24	32	30	45
<b>Kensington</b>	667	36	20	24	16	20/24	32	30	45
<b>Regal</b>	667	30	20	24	16	20/24	32	30	45

Please note that all numbers reflect a maximum capacity and will decrease depending on requirements such as bar, dance floor, head table etc.

# ROOM RENTAL

	8 hours	24 hours	Size (SQ FT)
<b>Royal Ball Room</b>	\$1500	\$2500	6612
Royal A	\$700	\$1000	2552
Royal B	\$600	\$900	2030
Royal C	\$600	\$900	2030
<b>Viscount Room</b>	\$500	\$800	1972
A	\$250	\$400	986
B	\$250	\$400	986
<b>Windsor</b>	\$250	\$400	1300
<b>Governors</b>	\$175	\$300	551
York	\$175	\$300	551
<b>Hanover</b>	\$175	\$300	667
<b>Kensington</b>	\$175	\$300	667
<b>Regal</b>	\$150	\$200	667

Subject to GST

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# GENERAL

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Our Professional Catering Services and Experienced Staff know what it takes to elevate an event from Ordinary to Extraordinary. We are committed to making every event we host a success.

1. Menu selections are submitted to the Sales & Catering office at least 28 days prior to your function to ensure availability of menu items.
2. All food and beverages in the licensed banquet and meeting rooms must be supplied by the Viscount Gort Hotel. We may prepare more food than is required for presentation purposes, all food left over must remain in the hotel. *No outside Food or Beverages allowed. Buffet food may not be taken to go.*
3. All prices are guaranteed for sixty (60) days unless agreed to in writing on the Banquet Event Order or Contract. We reserve the right to substitute menu items in circumstances beyond our control. (ie. weather conditions)
4. The hotel must be advised as to the guaranteed number of guests by 12:00 noon, three working days prior to the event.
5. The hotel will charge for the number of guests guaranteed or the actual number of guests in attendance, whichever is greater. If a guarantee has not been provided, the estimated number of guests stated in the Banquet Event Order or Contract will be charged for.
6. **Deposit & Payment:** A non refundable deposit of 5% of estimated charges or \$500 is required to confirm all bookings. Deposits may be transferable at the discretion of the hotel. If direct billing has been approved, all payments will be due upon receipt. After 30 days, the account will be considered past due, and may include interest. Please allow 14 business days for direct billing to be arranged. If direct billing has not been arranged, 90% of the estimated charges of function is due 14 days prior to event. Payment can be made by credit card, cash, or certified cheque. Credit card approval must be filled out for the final payment which is due following the event.
7. The hotel, at its discretion, may provide alternative function space. We will make every effort to contact you in advance, should this be the case.
8. Upon request, the hotel will set up for 2% above the guaranteed number. Should the overflow occur beyond the control of the client, the hotel will service the guests to the best of its ability.
9. Gratuity of 15% is calculated on the total of all food and beverage. Provincial Sales Tax (PST) and Goods and Services Tax (GST) are applicable as regulated.
10. The Viscount Gort Hotel reserves the right to inspect and control all private functions.

## GENERAL CONTINUED...

### 11. Attrition / Cancellation Policy is as follows:

- Cancellation within 90 days of the event date, 25% of the estimated cost of the function as determined by the hotel.
- Cancellation within 45 days prior to the event date, 50% of the estimated cost of the function as determined by the hotel
- Cancellation within 30 days prior to the event date, 100% of the estimated cost of the function as determined by the hotel

12. Any major changes to the original room set-up as stated on the final Banquet Event Order or Contract may be subject to additional costs.

13. The hotel is not responsible for any equipment and/or belongings brought in by the client. The client is held liable for all persons associated with his/her function, and any damages or losses will be billed to the function sponsor.

14. Starting and ending times of all functions are to be adhered to. The space is only booked for the time indicated. Set-up and dismantle times are to be specified at the time of booking. Any delay in starting times of meals more than 30 minutes will result in a labour fee being charged. Personal effects must be removed from the banquet room(s) at the end of each function unless reserved on a twenty-four hour basis.

15. Use of the hotel name or logo in advertising is prohibited without prior approval by the General Manager.

16. Functions with live or taped music are subject to SOCAN (Society of Composers, Authors and Music Publishers of Canada) and ReSound Fees (artists & record companies). Fees are based upon the capacity of the function room and if the function has or does not have dancing.

17. Shipping & Receiving – The hotel can not accept items more than 48 hours prior to the start of any function. Any items must be removed immediately following event and details of pick up must be provided to sales office. The hotel can not accept responsibility for any items left at the hotel.

Deliveries can not be accepted between 11:30am and 1:00pm, Monday thru Friday.

**Socan Fees** - The Society of Music Composers, Authors and Music Publishers of Canada (Subject to 5% GST)

**ReSound** - For Artists and Record Companies (Subject to 5% GST)

Guests	Without Dance	With Dance	Guests	Without Dance	With Dance
1-100	\$22.06	\$44.13	1-100	\$9.25	\$18.51
101-300	\$31.72	\$63.49	101-300	\$13.30	\$26.63
301-500	\$66.19	\$132.39	301-500	\$27.26	\$55.52
Over 500	\$93.78	\$187.55	Over 500	\$39.33	\$78.66