



Wedding Information

Congratulations on your engagement and thank you for considering Holiday Inn Calgary Macleod Trail South to host your wedding reception. Our banquet staff will do their utmost to ensure your event is a success from beginning to end so you don't have to worry. When you book your wedding reception at Holiday Inn Calgary Macleod Trail South, we are delighted to offer you the following:

Beautifully appointed banquet facilities to accommodate up to 180 guests

A dedicated Wedding Planner to be with you every step of the way from the initial phone call straight through to your wedding day.

Professionally set-up banquet facilities that include: dance floor, skirted head table, cake table, DJ table, guest book and gift table, round tables that can seat up to 10 people per table, table linens, and place settings.

Complimentary menu sampling upon request up to one month before your wedding day to ensure dining expectations are perfectly met

Competitive guestroom rates for guests PLUS a complimentary customized web site to provide "easy to do business with" online booking options for your guests. A perfect honeymoon night to remember including complimentary accommodation for the Bride and Groom on their wedding night with a bouquet of fresh flowers

Thank you for giving us the opportunity to host your special day. We look forward to welcoming you and your guests!

Please feel free to contact the Catering Sales Manager at (403) 450-5718 at your convenience with any questions that you may have or to book an appointment for a personal tour of our facilities.

Contact the Catering Sales Manager
Direct: 403 450 5718
www.hihotelcalgary.ca



Bar Service

Host Bar

Holiday Inn Calgary Macleod Trail South will set up a complete bar, including mix, glasses, garnish (lemons, limes, and straws) and the bartender. The convener will pay for all bar consumption on a per drink basis. A bartender fee of \$20.00 per hour, for a minimum of three hours, will apply if bar sales are less than \$500.00

Cash Bar

Holiday Inn Calgary Macleod Trail South will set up a complete bar, including mix, glasses, garnish (lemons, limes, and straws) and the bartender. The guests will pay for their own drinks on a per drink basis. A bartender fee of \$20.00 per hour, for a minimum of three hours, will apply if bar sales are less than \$500.00

Wine Corkage Fee

A corkage fee of \$8.00 per person will apply.

All remaining corked bottles may be picked up immediately following the event from the Manager on Duty.

Banquet Bar

| | Host Bar* | Cash Bar** |
|-----------------------------------|-----------|------------|
| LIQUOR | | |
| Standard Brands (House Selection) | \$5.50 | \$6.00 |
| Premium Brands | \$6.00 | \$6.50 |
| BEER | | |
| Canadian / Domestic | \$5.00 | \$5.50 |
| Import | \$6.00 | \$6.50 |
| LIQUEURS | \$6.50 | \$7.00 |
| WINE | | |
| House Wine by the Glass | \$5.50 | \$6.00 |
| House Wine by the Bottle | \$27.00 | \$33.00 |
| NON-ALCOHOLIC | | |
| Soft Drinks | \$2.00 | \$2.50 |
| Juice | \$2.00 | \$2.50 |
| Bowl of Punch | \$50.00 | |

*GST and Gratuity not included. Prices subject to change without notice.

** GST and Gratuity is included. Prices subject to change without notice.



Please note that the following wines can only be purchased as table wine. Prices do not include 17% Gratuity and 5% GST and are subject to change without notice

RED WINE

| | | |
|---|----------|---------|
| Peller Estates VQA Cabernet Merlot | Okanagan | \$36.00 |
| Medium Bodied with Flavors of Juicy Red & Black Berries. Great for Sipping, Or. | | |
| Cline Old Vine Zinfandel | Sonoma | \$44.00 |
| Medium Bodied with Long Silky Flavor of Strawberry & Raspberry. | | |
| Castle Rock Pinot Noir | Sonoma | \$49.00 |
| Medium Bodied with Long Silky Flavor of Strawberry & Raspberry. | | |
| SandHill Estates VQA Merlot | Okanagan | \$55.00 |
| Medium Bodied with Flavors of Red Berries, Cherries & Spicy Oak | | |
| Peller Estates Private Reserve VQA Merlot | Okanagan | \$60.00 |
| Medium Bodied with Flavors of Black Berries & Leather. Long Smooth Finish. | | |

PINK WINE

| | | |
|--|----------|---------|
| Gallo Family Vineyards White Zinfandel | Okanagan | \$26.00 |
| Light Bodied with Flavors of Fresh Strawberries and Sweet Peaches. | | |

WHITE WINE

| | | |
|---|----------|---------|
| Peller Estates VQA Pinot Gris | Okanagan | \$34.00 |
| Light - Medium Bodied with Flavors of Lemon, Orange & Juicy Mandarin. | | |
| Sumac Ridge Gewürztraminer | Okanagan | \$46.00 |
| Medium Bodied, With Bright Flavors of Lychee and Muscat. | | |
| Peller Estates Private Reserve VQA Chardonnay | Okanagan | \$48.00 |
| Medium – Full Bodied. Smooth & Creamy with Flavors of Cedar, Spice & Apple. | | |
| Red Rooster VQA Riesling | Okanagan | \$49.00 |
| Light - Medium Bodied with Flavors of Pink Grapefruit, Green Apple & a Touch of Minerals. | | |
| SandHill Estates VQA Pinot Blanc | Okanagan | \$52.00 |
| Medium – Full Bodied with Flavors of Melon, Pear & a Spicy Oak Finish. | | |

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Hors D'oeuvres

Hot Hors D'oeuvres

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Beef

BBQ Cocktail Meatballs

Basted in an apple BBQ sauce with a light smoked flavour
\$12.95 per dozen

Thai Beef Sate

A spicy Thai Marinade
\$24.95 per dozen

Mini Beef Wellingtons

Cube of Beef tenderloin wrapped with classic mushroom duxelle and puff pastry
\$34.95 per dozen

Nachos

Topped with Cheddar Cheese, spicy ground beef, tomatoes, olives, and jalapeño peppers
\$3.00 per person

Mini Burgers

Mini Beef Burgers topped with cheddar cheese and served with all of the condiments
\$3.95 per person

Pork

Boneless Dry Pork Ribs

Salt and pepper pork ribs
Served with sweet chili dipping sauce
\$12.95 per dozen

Seared Pot Stickers

Pork stuffed pot sticker with a ginger soy dip
\$12.95 per dozen

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Hors D'oeuvres Continued

Chicken/Turkey

Mediterranean Chicken Kabobs

Lemon, fresh thyme and garlic marinated chicken served with tzaziki sauce
Fresh pita on the side
\$24.95 per dozen

Chicken Samosas

Cubes of chicken, potato, peas, onion, and curry.
Served with Mango Chutney
\$36.95 per dozen

Chicken Wings

Fresh baked chicken wing with your choice of sauce.
Hot, Teriyaki, Honey Garlic, or Salt & Pepper
\$15.95 per dozen

Mini Burgers

Mini teriyaki turkey burgers topped with grilled pineapple and Swiss cheese
\$3.95 per person

Vegetable

Greek Style Spanakopita

Phyllo pastry filled with spinach, onion, and feta cheese
\$15.95 per dozen

Vegetable Kabobs

Marinated and grilled cherry tomato, red onion, red pepper, green pepper, and mushrooms.
\$12.95 per dozen

Perogies

Potato and cheddar
\$15.95 per dozen

Seafood

Breaded Fan Tail Shrimp

Served with classic cocktail sauce.
\$18.95 per dozen

Sweet Chili Salmon Skewers

Fresh Atlantic salmon baked with a sweet chili sauce
\$ 24.95 per dozen

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Cold Hors D'Oeuvres and Canapés

Iced Shrimp

Served with classic cocktail sauce
\$39.95 per 15 people

Canadian Cheese Platter

\$5.95 per person

Import Cheese Platter

\$6.95 per person

Vegetable Display

\$3.95 per person

Fruit Display

\$5.95 per person

Dips and Dippers

Spinach artichoke dip, Roasted red pepper tomato dip, hummus dip
\$1.75 per person

Savoury Tarts

Spinach and mushroom tarts
Served with a cranberry relish
\$12.99 per dozen

Reception Enhancements

Prices are subject to change and do not include 5% GST and 17% taxable service charge.

Ice Carvings

Specially created for your event

\$250.00 and up

Milk Chocolate Fountain (Minimum of 50 people)

\$12.95 per person

Milk Chocolate Fondue

\$10.95 per person

Dark and White Chocolate may be available

\$3.00 per person

Served with Assorted Fruit, Breads, Cakes, Biscotti and Marshmallows

Flambé Dessert Station

Flambéed Cherries Jubilee

\$15.95 per person

Flambéed Bananas Foster

\$15.95 per person

Flambéed Pineapple with Malibu and Coconut

\$15.95 per person

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Plated Dinners

Whether you have a small wedding of just a few people or a large one which completely fills the ballroom, plated dinners are ideal!

All dinners are served with fresh baked rolls
Coffee and Tea Service
Prices do not include 17% Gratuity and 5% GST
And are subject to change without notice

Plated Dinners are a Four Course Meal

First choose your Entrée
Prices are below the items
Then choose a Salad, Soup, Vegetable, Starch and a Dessert to compliment it!

As with any of our menu's, they can be fully customized to taste.
Chef Robyn can make the ideal meal that your guests will be talking about for years to come. Please call the Sales Department for pricing.

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Plated Dinner's Continued

Choice of One Entrée

Alberta Baron of Beef

With beef pan gravy

\$34.95 per person

Alberta AAA Sirloin Beef

With Rosemary Au Jus

\$38.95 per person

AAA Alberta Prime Rib

With Yorkshire Pudding and Au Jus

\$44.95 per person

Free Range Chicken Breast

With roasted red pepper sundried tomato cream sauce

\$38.95 per person

Sage and Thyme Slow Roasted Turkey Breast and Thigh

With Herb Jus

\$38.95 per person

Broiled Atlantic Salmon

Maple Jack Daniels Sauce

\$42.95

Broiled Basa

With Lemon Cream Sauce

\$34.95

Alberta Pork Loin

With Three Mustard Cream

\$36.95

Stuffed Pork Loin with Apricots and Cranberries

With Herb Au Jus

\$38.95

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Plated Dinner's Continued

Choice of One Salad

Caesar Salad with bacon, parmesan cheese, croutons, Caesar dressing
Spring Mix with Raspberry dressing
Baby Spinach with sliced mushrooms, toasted almond, goat cheese and Balsamic dressing
Tomato Boconcini Salad

Choice of One Soup

Roasted Red Pepper Tomato Soup
Puree of Borsch
Mushroom Soup
Butternut Squash Soup
Carrot Ginger Soup

Choice of One Vegetable

Chef's Choice of Seasonal Vegetable
Ginger Glaze Carrots
Roasted Sweet Pepper
Baked Squash
Buttered Broccoli

Choice of One Starch

Country Mashed Potatoes
Rice Pilaf
Herb Roasted Baby Potatoes
Mushroom Barley Risotto

Choice of One Dessert

Carmel Pecan Flan
Lemon Tart
Chocolate Mousse
Individual Cheese Cake

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Dinner Buffets

Pricing based upon a minimum of 50 guests.
Should your event be under this guarantee a surcharge of \$2.00 per person will apply.

All dinner buffets are accompanied by the following:
Fresh Baked Rolls
Chef's selection of Cakes, Squares and Cookies
Coffee and Tea Service

Chef's carving station \$50.00 per hour for a minimum of three hours

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Dinner Buffet Continued

Something Olde Buffet

Choice of Two of the following Salads

Caesar Salad with Traditional Dressing
Spring Mix Salad with Chef's Choice of Two Dressings
Yukon Gold Potato Salad
Spinach Salad with Chef's Choice of Dressing
Pasta Salad
Cucumber Dill Salad
Harvest Picked Beet Salad

Choice of One

Baron of Beef with Yorkshire Pudding
Rosemary Gravy or Au Jus
(Upgrade to Sirloin for \$2.00 per person)
Pork Loin with Three Mustard Cream
Veal Scaloppini with Mushroom Demi Glaze

Choice of One

Chicken Breast with Herb Jus
Pan Fried Basa Filet with Lemon Sauce

Choice of One Starch

Country Garlic Mashed Potato
Roasted Baby Yellow Potatoes
Rice Pilaf
Mushroom Barley Risotto

\$29.95 per person
Add Soup for \$1.75 per person

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Dinner Buffet Continued

Something New Buffet

Choice of Two of the following Salads

Caesar Salad with Traditional Dressing
Spring Mix Salad with Chef's choice of Two Dressings
Yukon Gold Potato Salad
Spinach Salad with Chef's Choice of Dressing
Broccoli Apple Salad
Pasta Salad
Cucumber Dill Salad
Harvest Picked Beet Salad

Choice of One

Strip Loin of Beef with Mushroom Gravy or Au Jus
Slow Roasted Pork Loin with Apricot Apple Stuffing
Maple Orange Glaze Ham

Choice of One

Chicken Breast with Roasted Red Pepper Cream Sauce
Roasted Sage and Thyme Turkey Breast and Thigh
Baked Salmon with Jack Daniels Maple Glaze

Choice of One Starch

Country Garlic Mashed Potato
Roasted Baby Yellow Potatoes
Rice Pilaf
Mushroom Barley Risotto

\$34.95 per person
Add Soup for \$1.75 per person

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Dinner Buffet Continued

Something Borrowed Buffet

Choice of Two of the following Salads

Caesar Salad with Traditional Dressing
Spring Mix Salad with Chef's choice of Two Dressings
Yukon Gold Potato Salad
Spinach Salad with Chef's Choice of Dressing
Broccoli Apple Salad
Artichoke Tomato salad
Marinated Mushroom Salad
Fennel Orange Salad
Harvest Picked Beet Salad

Choice of One

Prime Rib with Yorkshire Pudding & Peppercorn Gravy
(Add \$2.00 per person for Beef Tenderloin)
Slow Roasted Leg of Lamb with Mint Au Jus
(Add \$2.00 per person for Rack of Lamb)
Veal Scaloppini with Lemon Cream Sauce

Choice of One

Chicken Breast with Roasted red Pepper Cream Sauce
Roasted Chicken with Maple Citrus Jus
Roasted Sage and Thyme Turkey Breast and Thigh
Baked Salmon with Jack Daniel's Maple Glaze
Pan Fried Basa Filet with Lemon Sauce

Choice of One Starch

Country Garlic Mashed Potato
Roasted Baby Yellow Potatoes
Rice Pilaf
Mushroom Barley Risotto

\$39.95 per person
Add Soup for \$1.75 per person

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Audio Visual Price List

(Prices are per day unless otherwise stated)

| | |
|--|-----------|
| LCD projector, 8 foot screen, and floor microphone | \$ 400.00 |
| LCD Projector | \$ 350.00 |
| 8 foot screen | \$ 45.00 |
| 10 foot screen | \$ 55.00 |
| Floor microphone and stand | \$ 25.00 |
| Wireless Hand Held Microphone | \$ 50.00 |
| Wireless Lavalier Microphone | \$ 100.00 |
| Mixer | \$ 60.00 |
| 29 inch TV and DVD or VCR Combo | \$ 130.00 |
| 29 inch TV | \$ 80.00 |
| DVD Player | \$ 60.00 |
| Teleconferencing | \$ 130.00 |
| CD Player | \$ 45.00 |
| Flip Chart | \$ 40.00 |
| White Board 4' x 6' | \$ 55.00 |

Labour Rates

(Provided by Inland Audio Visual)

| | |
|-----------------------------|---------|
| Set up (minimum 3 hours) | \$70.00 |
| Tear Down (minimum 3 hours) | \$70.00 |
| Operating | \$70.00 |

Other Audio Visual equipment and services are available please inquire for pricing

All prices are quoted through Inland Audio Visual and do not include 5% GST

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Wedding Suppliers

To help make your special day perfect, consider some of the following companies to assist:

Disc Jockey Services

Sounds Unlimited 279-4515
Atmosphere & Sound 235-3825

Florists

Grower's Direct (Yasmin) 243-3388
Oyster Bay Flowers and Such 285-0888

Cake

Cakeworks 571-2253
Brulee Bakery Inc. 261-3064

Decorators

A Bride's Day Off 295-3030
Decor8 257-5220

Ice Sculptures

Frozen Memories 250-8712

Photographers

Perry Thompson Photography 243-5643
Crystal Image Photography 228-4611

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Wedding Planner

Date of Wedding:
Number of Invited Guests:
Name of Bride and Groom:
On Site Contact(s):
Function Room:

Décor

Who will be decorating:
When will they be decorating:
Decorations:

Centerpieces:

Who will place the centerpieces and Favours:
Who will be picking up the items after the event:

Linens

Colour of Overlay:
Colour of Napkins:
Chair covers:
The Holiday Inn Macleod Trail can order, from a third party, different coloured linens to coordinate with your wedding colours at a minimal fee. Chair Covers can also be ordered.

Linens Ordered From:

Return Date:

Napkin Colour:

Quantity Ordered:

Chair Cover Colour:

Quantity Ordered:

Table Cloth Colour:

Quantity Ordered:

Florist

Will the Florist be delivering centerpieces:

Quantity:

Head Table:

Gift Table:

Cake Table:

Other:

Who will be setting up:

DJ Service

Number of Tables Needed:

Number of Chairs Needed:

Special Instructions:

Contact the Catering Sales Manager
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Gift Table

Number of Tables:

Who will be responsible for taking away the gifts:

Wedding Ceremony (On Site)

Ceremony Start Time:

Approximate End Time:

Officiant Name:

Phone Number:

AV Equipment:

Ceremony Set Up:

Registration Table:

Receiving Line:

Wedding Reception

Cocktail Start Time:

End Time:

Serve Hors D'oeuvres:

Cash Bar Start Time:

Host Bar Start Time:

Corkage Bar Start Time:

Time Bride & Groom Arrive:

Reception Line:

Seating

Assigned Seating:

Number of High Chairs:

Number of Booster Seats:

Head Table

At Front of Room:

Assigned Table on Floor:

Number of People at Head Table:

Serve Head Table:

Bar

Bar opens at:

Closed for Dinner:

Reopens at:

Host Bar:

Cash Bar:

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Dinner

Dinner Start time: _____ Grace/Blessing:
Plated Dinner Menu:
1st Course:
2nd Course:
Entrée(s):
Dessert:
Additional Items:
Kid's Menu:

Buffet

Buffet Name:
Additional Items:
Kid's Menu:

Special Requests:

Allergies:
Please provide Name of Guest and table number:
Include meal for DJ:

Wine with Dinner

Red: _____ White:
Number of Bottles to be poured:

First Dance

Approximate Start Time:

Wedding Cake

Time of Cake cutting:
Save the Top Layer:
Staff to Cut and Serve:

Late Night Buffet

Late night buffet to be served:
What Time: _____ How many people:
Late Night Menu:

Hotel Accommodation

Confirmation Number for Bride and Groom:
Smoking or Non-Smoking:
Special Requests:

Next Day Activities

Newly Wed Brunch:
Start Time: _____ End Time:
Copy of Invoice to:

Contact the Catering Sales Manager
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Catering Manager:

Direct Line:

Questions to Ask:

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Catering Policies for Weddings

Ceremonies

If you would like the convenience of having your Ceremony and Reception at the same location, we would be happy to extend this option to you.

Ceremonies for a maximum of 100 guests can be held in the same ballroom as your reception for a predetermined set up fee. Traditional set up includes chairs with a centre aisle, skirted signing table, and a floor microphone for the person performing your ceremony.

The hotel does not permit the use of any confetti or the like in any banquet rooms. Should this occur, a minimum clean up fee of \$200.00 will apply.

Confirming a Booking

We would be delighted to confirm your event by preparing a catering contract which reflects the hotel's terms, conditions and required deposits.

Payment

Holiday Inn Calgary Macleod Trail South requires prepayment for all wedding functions. An estimated cost will be provided to you once final catering selections and details have been confirmed. Final guest guaranteed numbers and full payment of the estimated cost is required two weeks prior to your event. Payments can be made by cash, debit card, credit card, or certified cheque. Personal cheques will be accepted up to three weeks prior to the event.

Receptions

A finalized menu must be given to the catering department one month prior to the event.

Guaranteed number of guests must be given to the catering department two weeks prior to the event.

Access to the banquet room the night before to decorate maybe available. Please check availability with the catering department one week before the event.

Due to City & Provincial Health regulations, all food, with the exception of the wedding cake must be prepared by Holiday Inn Calgary Macleod Trail South. Removal of any food products after the function is prohibited due to liability issues, and in the interests of the health & safety of your guests.

All alcoholic beverages must be served by a Holiday Inn Calgary Macleod Trail South banquet server, and no homemade wine, beer, or liquor is permitted. All musical entertainment is subject to a royalty fee of \$59.17, which is paid to SOCAN (Society of Composers & Music Publishers of Canada) and is applied directly to the final bill.

The hotel would be pleased to cut your wedding cake, but assumes no liability for the cake. Depending on the size and design of the cake, a cake cutting fee may apply. We would be delighted to offer cake storage commencing the morning of the wedding. Please arrange this through the catering department.

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Catering Policies for Weddings Continued

Cancellations

If you have to cancel your event fees will be applied as follows:

Up to 6 months prior to event – forfeit of deposit

60 days – 6 months prior to event – 25% of estimated charges will apply

31 – 60 days prior to event – 50% of estimated charges will apply

14 – 30 days prior to event – 75% of estimated charges will apply

Less than 14 days prior to event – 100% of estimated charges will apply

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