



# *Sands* HOTEL

## Catering Package

### 2013



# Introduction



With over 8,000 square feet of meeting space, Sands Hotel has 4 fully equipped banquet halls to accommodate a variety of special events for anywhere from 10 to 450 people. We've hosted wedding receptions & ceremonies, charity events, corporate functions, live music and much more. We pride ourselves in our delicious catering options, and our friendly and professional staff.

## Room Rentals & Rates

Rental rates are subject to change and do not include applicable taxes. Capacities listed in this package are maximum seating and are guidelines only. This will vary depending on individual requirements such as audio visual equipment, head tables, entertainment and catering requirements. Please contact our Banquet Department for a consultation regarding set-up.

Function rooms are assigned based on your requirements. Should these change, a more suitable room may be assigned to your group. Room rental will change accordingly and you will be notified.

Room rental included room set-up (tables, chairs, table linen, table china and napkins) and room tear down. Additional charges may apply depending on your set-up requirements. All additional charges will be discussed before final bill.

## Linen

All room rentals at Sands Hotel includes complimentary white table linen and cloth napkins White, Black, Red & Green for banquet seating and black or white table skirting for buffet, coffee and dessert stations. Any additional skirting or colored linen may be ordered by your Banquet Representative and added to your final bill. For any speciality orders, we ask for a minimum of 7 business days.

# Decor

The use of glitter, confetti, smoke machines, and aerosol foam string is prohibited. A clean-up charge starting at \$200.00 will be applied to the final bill.

No signage may be hung or displayed in any public areas of the hotel unless approved by the General Manager. Limited signage is permitted in the banquet rooms provided they meet the standards established by the Sands Hotel. The on-site contact is responsible to remove any signage before vacating the banquet room.

Sands Hotel is not responsible for speciality items such as linens, flowers, center pieces and other decor. Such items must be removed and packaged by on-site organizer.

*Please check with your Banquet Representative for our Rental Catalog.*

# Entertainment

Disc Jockeys and Bands are required to end their music promptly by 1:30AM. Power requirements for the disk jockey/band must be communicated to your Banquet Representative for approval at least one week prior to your function. The volume must be kept at an appropriate level. Hotel management reserves the right to control the volume level at any time during the function when deemed necessary and when the levels are exceeding the point where it compromises the comfort of patrons of the Sands Hotel. SoCan Fee will apply accordingly.

# Deliveries

Please be advised any delivery arrangements of additional equipment, furniture or supplies can be done no earlier than 24 business hours to your functions start time. Prior arrangements MUST be brought to your Banquet Representative attention immediately.

# Dietary Restrictions

Our culinary team is happy to accommodate any dietary concerns you may have. We ask for a minimum of 24 hours notice to any dietary restrictions your group may have. Additional charges may apply to certain dietary meals, as well as requests made less than 24 hours in advance.

# Prices & Guarantees

All pricing are subject to change without notice but will be guaranteed 30 days from time quoted. All food and beverage orders are subject to a 15% gratuity and 5% GST.

To ensure success of our clients' events it is necessary that we receive the final guarantee a minimum of 7 business days prior to the first day of service. Once the final guarantee is due, it may not be decreased. The client will be billed on the final guarantee or the actual number of guests present, whichever is greater.

Sands Hotel and Conference centre will make every attempt to accommodate requests to increase your order after the final guarantee is due. However, any increase exceeding the final guarantee will be subject to a 10% surcharge.

A signed copy of the catering order is required to confirm your booking or any changes.

## Menu Minimums

Menu minimums are specified throughout the menu. If you choose to place an order that does not meet the minimum, a \$2.00 per person surcharge will be added to each item ordered.

## Payment Information

Sands Hotel requires a 50% deposit at time of signing and the remainder due at time of function. We accept Debit, Visa, MasterCard, American Express OR certified cheque. Remaining balance must be paid 24 hours prior to function date by the above payment method. A credit card is required on file for any debit and/or cheque payment. Any additional charges will be approved by client prior to processing.

## Cancellation Policy

Cancellation of any functions must be sent in writing to Sands Hotel; any cancellation received within 10 business days of the first scheduled function will result in a fee equal to 50% of the estimated food and beverage total.

Any cancellation received within 5 business days of the first scheduled function will result in a fee equal to 100% of the estimated food and beverage total.

# Banquet Room Rentals

Room Name	Square Footage	Banquet Rounds	Theater Style	Boardroom Style	Stand Up Reception	Full Day Rental
Flamenco Room	1,125 sq feet	60	n/a	n/a	60	\$250.00
Matador Room	2,000 sq feet	88	100	50	150	\$250.00
Oasis Room	2,795 sq feet	100	150	75	250	\$350.00
Granada Room	3,900 sq feet	110	250	75	375	\$350.00
Oasis & Granada Ballroom	6,695 sq feet	450	450	n/a	500	\$500.00

*Please note these capacities DO NOT include head table, dance floor or entertainment space. Please speak with your Banquet Representative for those requirements.*

# Audio Visual Rentals

Wireless Microphone	\$25.00
LCD Projector	\$100.00
Screen	\$25.00
Flipchart	\$15.00
TV with DVD Player	\$50.00
Riser / Stage	\$75.00
Microphone Stand	Included with room rental



# Breakfast Buffets

## **The Continental**

Chef's selection of assorted Muffins, Pastries and Croissants  
with Butter and Preserves  
Fresh Fruit Salad with Yogurt  
Freshly Brewed Coffee & Tea  
*\$11.50 per person*

## **Sands Hot Breakfast Buffet**

Scrambled Eggs  
Grilled Breakfast Sausage  
Hickory Smoked Bacon  
Our Signature Fresh Home Fries  
Assorted Breads for Toasting  
Chef's selection of assorted Muffins, Pastries and Croissants  
with Butter and Preserves  
Fresh Fruit Salad  
Freshly Brewed Coffee & Tea  
*\$14.50 per person*

## **Plated Breakfast**

Eggs Benedict  
Toasted English Muffin with poached eggs,  
Alberta back bacon & fresh Hollandaise sauce  
Our Signature Fresh Home Fries  
Freshly Brewed Coffee & Tea  
*\$13.00 per person*

## Breakfast Enhancements

French toast	<i>\$3.00 per person</i>
Pancakes with Butter & Syrup	<i>\$2.50 per person</i>
Bacon, Sausage or Ham	<i>\$3.50 per person</i>
Eggs Benedict	<i>\$3.50 per person</i>
Assorted Individual Yogurt*	<i>\$2.50 per person</i>
Hot Oatmeal	<i>\$2.50 per person</i>
Assorted Freshly Baked Cookies	<i>\$17.50 per dozen</i>
Assorted Freshly Baked Muffins	<i>\$18.00 per dozen</i>
Assorted Fresh Pastries	<i>\$21.00 per dozen</i>
Cinnamon Buns	<i>\$3.00 each</i>

*All food & beverage items are subject to 5% GST and 15% service charge*

# Refreshments

10 Cups of Freshly Brewed Coffee	<i>\$15.50 per urn</i>
25 Cups of Freshly Brewed Coffee	<i>\$40.50 per urn</i>
10 Cups of Freshly Brewed Decaffeinated Coffee	<i>\$15.50 per urn</i>
10 Cups of Red Rose Tea	<i>\$15.50 per urn</i>
Chilled Fruit Juices	<i>\$14.50 per jug</i>
Chilled Soft Drinks	<i>\$13.50 per jug</i>
2% Milk	<i>\$10.50 per jug</i>
Chocolate Milk	<i>\$12.50 per jug</i>
Bottled Water*	<i>\$2.00 per bottle</i>
Bottled Soft Drinks*	<i>\$2.50 per bottle</i>
Individual Assorted Fruit Juices*	<i>\$2.50 per bottle</i>
Fruit Infused Water	<i>\$0.50 per person</i>
<i>*charged on consumption</i>	

*All food & beverage items are subject to 5% GST and 15% service charge*



# Lunch Buffets

## **Soup & Sandwich Buffet**

Chef's Soup of the Day

Assorted Sandwiches and Wraps:

Deli Meats / Vegetarian Options / Tuna Salad / Egg Salad / Salmon Salad

Assorted Pickle and Olive Platter

Fresh Fruit Platter

Fresh Vegetable Platter with Avocado Ranch Dip

Assorted Dessert Squares and Pudding

Freshly Brewed Coffee & Tea

*\$16.00 per person*

## **Build Your Own Sandwich**

Mixed Greens with Assorted Dressings

Assorted Breads & Rolls

Assorted Deli Meats, Cheeses, Egg Salad, Tuna Salad & Salmon Salad

Lettuce, Sliced Tomatoes, Onions

Assorted Condiments

Assorted Pickle and Olive Platter

Seasonal Vegetable Platter

Freshly Baked Cookies

Freshly Brewed Coffee & Tea

*\$14.50 per person*

## **Create Your Own Pasta Buffet**

Served with Garlic Toast & Caesar Salad

### **Your Choice of:**

Penne Pasta –or– Bowtie Pasta

### **Your Choice of Two Sauces:**

Creamy Mushroom Alfredo

Tomato & Basil Marinara

Meat Sauce

Olive Oil and Fresh Herbs

Assorted Dessert Squares and Pudding

Freshly Brewed Coffee & Tea

*\$14.50 per person*

*All food & beverage items are subject to 5% GST and 15% service charge*



**Sands** HOTEL

| 12340 Fort Road, Edmonton, AB T5B 4H5 | Phone: 780 474 5476



# Lunch Buffets

## **Sands Hot Lunch Buffet**

Mixed Greens with Assorted Dressing

Classic Caesar Salad

Seasonal Steamed Vegetables

Herb Roasted Baby Potatoes or Garlic Mashed Potatoes

AAA Roast Beef with Burgundy wine infused Au Jus

Roasted Chicken

Assorted Dessert Squares and Pudding

Freshly Brewed Coffee & Tea

*\$16.50 per person*

## Lunch Enhancements

Chef's Soup of the Day

*\$2.50 per person*

Spinach Salad

*\$2.00 per person*

Caesar Salad

*\$2.50 per person*

Mix Green Salad

*\$2.00 per person*

Potato / Coleslaw Salad

*\$2.00 per person*

Garlic Toast

*\$1.00 per person*

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# Dinner Buffets

minimum 20 people

## **Sands Dinner Buffet**

Freshly Baked Dinner Rolls with Butter  
Classic Caesar Salad  
Mixed Greens with Assorted Dressing  
Chicken Breast with Pesto Cream Sauce  
AAA Roast Beef with Burgundy wine infused Au Jus  
Chef's Choice of Seasonal Steamed Vegetables  
Herb Roasted Baby Potatoes or Garlic Mashed Potatoes  
Fresh Seasonal Vegetable Platter with Avocado Ranch Dip  
Assorted Pickle and Olive Platter  
Fresh Seasonal Fruit Platter  
Assorted Dessert Squares and Pudding  
Freshly Brewed Coffee & Tea  
*\$30.00 per person*

## **Italian Pasta Buffet**

Freshly Baked Dinner Rolls with Butter  
Classic Caesar Salad  
Mixed Greens with Assorted Dressings  
Vegetarian Lasagna  
Penne Pasta with Tomato Meat Sauce  
Bowtie Pasta with Creamy Mushroom Alfredo Sauce  
Fresh Seasonal Vegetable Platter with Avocado Ranch Dip  
Assorted Dessert Squares and Pudding  
Freshly Brewed Coffee & Tea  
*\$25.00 per person*

*All food & beverage items are subject to 5% GST and 15% service charge*

# Dinner Buffets

minimum 20 people

## Ukrainian Dinner Buffet

Freshly Baked Dinner Rolls with Butter

Classic Caesar Salad

Mixed Greens with Assorted Dressings

Chef's Choice of Seasonal Steamed Vegetables

Potato and Cheddar Cheese Perogies with Fried Onions & Bacon

Cabbage Rolls

Nalysnyky (cottage cheese filled crepes with dill cream sauce)

Perishky Buns

Grilled Kielbasa with Toasted Sauerkraut

Meatballs with Wild Mushroom Sauce

Assorted Dessert Squares and Pudding

Freshly Brewed Coffee & Tea

*\$25.00 per person*

## Dinner Enhancements

Four Cheese Penne with Vodka sauce

*\$3.50 per person*

Cabbage Rolls

*\$2.50 per person*

Perogies with Fried Onions & Bacon

*\$2.95 per person*

Garlic Toast

*\$1.00 per person*

Baked Ham with Maple Dijon Glaze & Pineapple

*\$3.95 per person*

Wild Pacific Salmon

*\$4.95 per person*

Jumbo Shrimp in Garlic Butter

*\$4.95 per person*

*All food & beverage items are subject to 5% GST and 15% service charge*

# Plated Dinner

minimum 20 people

## Sands Plated Dinner

All entrees include:

Freshly Baked Dinner Rolls & Butter

Mixed Greens with Balsamic Vinaigrette **or** Caesar Salad

Chef's Choice of Starch

Seasonal Vegetables

Plated Dessert

Freshly Brewed Coffee & Tea

### Entrees

#### Chicken Breast

*\$29.95 per person*

Panko crusted with wild mushroom Mornay sauce

#### Filet of Salmon

*\$27.95 per person*

6oz filet served medium moist with mango citrus pico de gallo

#### Sands Signature Alberta Prime Rib

*\$32.95 per person*

slow roasted, burgundy au jus, horseradish cream

#### Filet Mignon & Lobster Tail

*\$49.00 per person*

pan seared tenderloin served medium with rock lobster tail & béarnaise sauce

### Dessert

**Red Velvet Cake** with chocolate coulis

**New York Cheesecake** with Strawberry Compote and Chantilly Cream

**Carrot Cake** with warm Caramel Sauce

## Plated Dinner Enhancements

Please choose one appetizer, soup or salad for the group

### Appetizers

*\$5.50 per person*

**Calamari** with red onion, fresh tzatziki and lemon wedge

**Bruschetta** diced tomatoes, garlic & fresh herbs on toasted crostini

### Soup

*\$4.00 per person*

Exotic Wild Mushroom Bisque

or

Creamy Roasted Red Pepper & Tomato

### Salad

*\$1.50 per person*

**Spinach Salad** with mushrooms, red onion, mandarin oranges and bacon-mimosa dressing

**Mixed Greens** with cherry tomatoes, cucumber, radicchio, mozzarella cheese and red wine vinaigrette

*All food & beverage items are subject to 5% GST and 15% service charge*

# Reception

## Platters

All platters must be ordered for a minimum of 10 people.

Classic Cheese Platter	<i>\$5.50 per person</i>
Selection of domestic cheeses garnished with grapes and assorted crackers	
Cold Cut Deli Platter	<i>\$6.50 per person</i>
Variety of cold cut deli meats; turkey, ham, and roast beef, buns and butter included	
Vegetable Platter	<i>\$3.50 per person</i>
Selection of seasonal fresh vegetables served with avocado ranch dip	
Fruit Platter	<i>\$5.00 per person</i>
Selection of seasonal fresh fruit served with a french cream dip	
Pickle and Olive Platter	<i>\$3.50 per person</i>
Assorted pickles and olives	
Dessert and Pudding Tray	<i>\$4.50 per person</i>
Assortment of Squares, Cakes and Pudding	
Finger Sandwich Platter	<i>\$6.00 per person</i>
Assorted sandwiches, cut into quarters, served on white and brown bread.	

## Hot Hors D'Oeuvres

All Hors D'Oeuvres are ordered by the dozen with a 2 dozen minimum ordered per item.

Spring Rolls	<i>\$15.50 per dozen</i>
<i>Vietnamese pork filled spring rolls</i>	
Bacon Wrapped Scallops	<i>\$17.95 per dozen</i>
<i>scallops wrapped with smokey bacon</i>	
Prawn Skewers	<i>\$16.95 per dozen</i>
<i>prawn skewer in garlic butter</i>	
Chicken Wings	<i>\$12.95 per dozen</i>
<i>Hot, Mild or Salt &amp; Pepper served with ranch for dipping</i>	
St. Louis Ribs	<i>\$4.50 per person</i>
<i>St. Louis style ribs tossed with our mango bbq sauce</i>	

All food & beverage items are subject to 5% GST and 15% service charge

# Bar Services

## Cash Bar Pricing

(GST included, Service Charge not included)

House Highballs	\$5.50 per drink
Premium Highballs	\$6.50 per drink
Domestic Bottled Beer	\$5.50 per drink
Premium Bottled Beer	\$6.50 per drink
House Wine by the Glass	\$5.50 per drink
House Wine by the Bottle	\$27.00 per bottle
Fountain Pop	\$2.50 per drink
Fountain Juice	\$2.50 per drink
Bottled Water	\$2.00 per drink
Bottled Pop	\$2.50 per drink

## Host Bar Pricing

(GST & Service Charge not included)

House Highballs	\$4.75 per drink
Premium Highballs	\$5.50 per drink
Domestic Bottled Beer	\$4.75 per drink
Premium Bottled Beer	\$5.50 per drink
House Wine by the Glass	\$4.75 per drink
House Wine by the Bottle	\$24.00 per bottle
Wine/Champagne Service	\$2.00 per person
Fountain Pop	\$2.00 per drink
Fountain Juice	\$2.00 per drink
Bottled Water	\$2.00 per drink
Bottled Pop	\$2.50 per drink

*All premium highballs and bottled beer are on a request only basis and order must be placed within 7 business days of your function.*

## Bartender Fee

For all Cash, Host and Ticket Bars, minimum revenue of \$350.00 must be generated. If the minimum is NOT met, the client will be charged a bartender fee of \$90.00. Table wine served at dinner is not calculated as part of bar revenue.

# Bar Options

## Cash Bar

Guest may purchase their own beverages at the bar.

## Host Bar

The client will be billed for all the beverages served at the bar.

## Ticket Bar

The client will be billed based on the value of tickets redeemed at the bar.

The client may select which option the tickets are valid for.

## Host Bar

Wine may be selected from our wine list to be placed on each table during meal service. The client will be billed for the quantity of bottled ordered. A \$2.00 charge per person over the age of 18, will be applied to the final bill to have the wine served at each table. A table service fee of \$10.00 per bottle will be applied to off-menu wine. Requests for wines that are off-menu are subject to limitations based on availability.

## Corkage

For clients that prefer to provide their own alcohol, service includes: appropriate glassware, mix, garnishes and ice. Bartender labour is charged at \$15.00 an hour (minimum 3 hours). \$7.50 per person over the age of 18.

Please note, clients who would like to bring in their own alcohol must produce a valid Special Event License from AGLC. The license and receipt for the purchased alcohol must be present at time of function. Failure to do so will require the Sands Hotel to sell alcohol at your choice of a Host or Cash Bar at said prices.