

  
**LA chefs**  
CATERING & EVENTS

— @ —

 **COAST**  
lethbridge hotel &  
conference centre™

# CATERING MENU



# WELCOME. BIENVENUE. OKI.

LA Chefs Catering & Events Ltd. is a full service catering company located in the Coast Lethbridge Hotel & Conference Centre. We cater to all events held "on-site" at the Hotel and in addition, we provide "off-site" catering to many local venues, businesses, and homes in Southern Alberta. Our market area consists mainly of Lethbridge and surrounding area, however we are fully equipped to travel up to approximately 150 km from Lethbridge. We have catered events in Waterton, Pincher Creek, Fernie, Crowsnest Pass, Taber, Vulcan, Foremost, Milk River, Picture Butte, Coaldale, Vauxhall, and numerous other locations.

Founded in 1997, we formally changed our name to LA Chefs! Catering & Events Ltd. in 2006. Today our team consists of approximately 10 extremely talented chefs, and another 80 plus dedicated catering supervisors, servers, bartenders, and Event Coordinators.

Our vision is very simple, and has not wavered since the beginning. We continue to be the leading provider of premium catering services in Southern Alberta. Our vision is reflected in our standards of service, in the equipment we use, and the menus that we prepare.

Our clients select LA Chefs to cater their event when they want the food quality, presentation, and service to be SPECTACULAR, and talked about for months after their event.

# MEETINGS AT COAST LETHBRIDGE HOTEL & CONFERENCE CENTRE

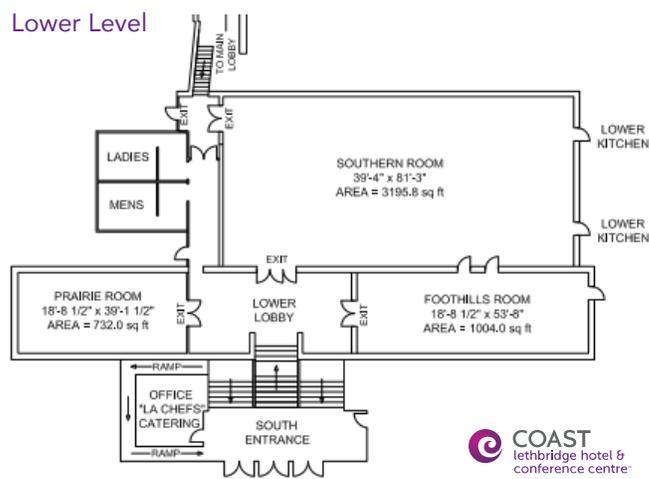
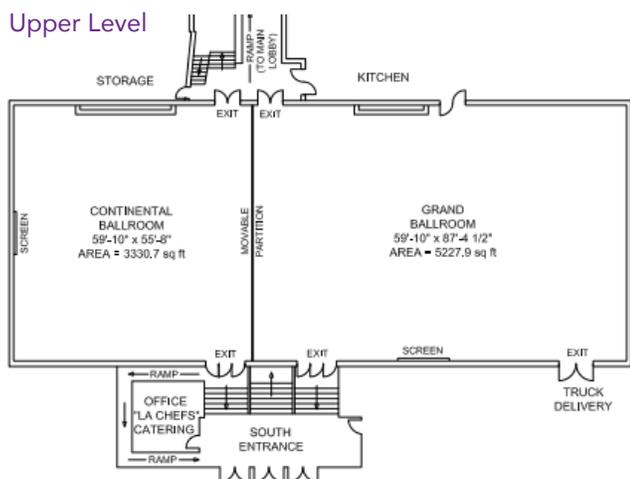
Planning your next meeting at the Coast Lethbridge Hotel & Conference Centre is EASY AND EFFICIENT when you select from one of our ALL INCLUSIVE MEETING PACKAGES. Select the package that best suits your requirements, and let us handle the rest.

## ALL MEETING PACKAGES INCLUDE THE FOLLOWING:

- Designated Meeting Room
- One Projection Screen
- Pens and Notepads on Tables
- Easy access, Free Parking
- Dedicated Meeting Planner
- High Speed Wireless Internet
- All Day Coffee and Tea Service
- Podium and Wired Podium Mic
- One Flip Chart and Markers
- Delicious Catering Selections

## ALL-INCLUSIVE MEETING PACKAGES STARTING AT \$39<sup>00</sup> PER PERSON

## MEETING & BANQUET SET UP OPTIONS AND CAPACITIES



ROOM NAME	CONVENTION (Grant+Continental)	GRAND	CONTINENTAL	SOUTHERN	FOOTHILLS	PRAIRIE
DIMENSION	59x143	59x87	59x56	39x81	19x53	19x39
AREA SQ FEET	8558	5227	3330	3195	1004	732
CEILING HEIGHT	18'	18'	18'	9'	9'	9'
ROUNDS OF 10 (Buffet)	600	320	190	160	60	40
ROUNDS OF 10 (Plated)	700	400	230	200	70	50
ROUNDS OF 8 (Buffet)	480	256	152	152	56	32
ROUNDS OF 8 (Plated)	560	320	184	176	64	40
HALF-ROUNDS OF 6 (Buffet)	360	192	114	114	42	24
HALF-ROUNDS OF 6 (Plated)	420	240	132	132	48	30
HALF-ROUNDS OF 5 (Buffet)	300	160	95	95	35	20
HALF-ROUNDS OF 5 (Plated)	350	200	110	110	40	25
CLASSROOM (Buffet) 4ppl to an 8ft Rec	432	240	120	120	48	32
CLASSROOM (Plated) 4ppl to an 8ft Rec	500	264	140	140	56	40
THEATRE	1000	550	350	275	80	60
BOARDROOM	n/a	n/a	n/a	n/a	40	24
U-SHAPE	n/a	n/a	n/a	48	36	28

IMPORTANT - The capacities stated above are ABSOLUTE maximums, and only allow for an 8 x 12 stage with a wired Podium & mic. They also assume that ceiling mounted projectors are used as opposed to AV tables on the floor. Any other items added to layout such as Registration tables, Silent Auction tables, Head tables, Photo booths, Display tables, etc. will impact (REDUCE) maximum capacity calculations. Please inquire with your sales coordinator for full details. Note—there is no stage in Southern, Foothills or Prairie rooms.

# ALL INCLUSIVE MEETING PACKAGES

Minimum 20 Guests

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## MINI MEETING (HALF-DAY) PACKAGE \$39<sup>00</sup>

BREAKFAST and AM BREAK	Executive Continental OR Working Breakfast Hot Buffet
OR	Select ANY Specialty Break, Assorted Pop and Juice, Coffee & Tea
LUNCH and AM or PM BREAK	Lethbridge Deluxe Deli Buffet OR Pasta Bar Buffet OR Pizza and Wings
	Cookies & Muffins, Fruit Kabobs, Assorted Pop, Juice

## SIGNATURE MEETING PACKAGE \$49<sup>00</sup>

ALL DAY	Coffee and Tea Service
MORNING BREAK	Assorted Muffins & Pastries Assorted Pop & Chilled Juice
LUNCH	Select ONE: Lethbridge Deluxe Deli Buffet / Pasta Bar Buffet / Pizza and Wings
AFTERNOON BREAK	Cookies and Whole Fruit, Assorted Pop & Chilled Juice

## PREMIUM MEETING PACKAGE \$59<sup>00</sup>

ALL DAY	Coffee and Tea Service
BREAKFAST	Continental Breakfast
MORNING BREAK	Banana Bread & Oatmeal Cookies, Assorted Pop and Chilled Juice
LUNCH	Select ONE: California Wrap Buffet / BBQ Beef or Pulled Pork / Bruschetta Chicken Pasta
AFTERNOON BREAK	Select ANY Specialty Break, Assorted Pop and Juice

## EXCLUSIVE MEETING PACKAGE \$69<sup>00</sup>

ALL DAY	Coffee and Tea Service
BREAKFAST	Select ONE: Networking Breakfast / Good Morning Buffet
MORNING BREAK	Select ANY Specialty Break, Assorted Pop and Juice
LUNCH	Chef's Inspired Hot Luncheon Buffet or ANY Themed Buffet
AFTERNOON BREAK	Select ANY Specialty Break, Assorted Pop and Juice

\*Pricing is subject to a 16% Service Charge + 5% GST.

# GENERAL POLICIES & CONTRACT DETAILS

## DEPOSITS

A non-refundable deposit will be required to guarantee your booking. The amount of the deposit will be calculated by your Event Coordinator.

## MENU SELECTION & FINAL EVENT DETAILS

All menu items selected and final event details such as timing, set up, linens, etc. must be in place no later than 14 days prior to event.

## BANQUET EVENT ORDERS (BEO'S)

Once final menu and details are agreed upon, your Catering Coordinator will provide you with a finalized BEO. It is your responsibility to review this form carefully to ensure accuracy of all details of your event - as this is what your Catering Staff and Chefs will follow for instructions. If you see any errors or discrepancies on this document, please advise your Catering Coordinator immediately.

## GUARANTEED GUEST COUNT POLICY

- A **Minimum Guaranteed guest count** must be received by our office **2 weeks** prior to this event. (This is the minimum number of guests that you will be charged for), this minimum guarantee must be received by email format. If a minimum guaranteed guest count is not received by our office by two weeks prior to the event, we reserve the right to use the original "planned" number of guests shown on this contract as the Minimum Guaranteed guest count. Should the Minimum Guaranteed guest count be less than 80% of the "planned" guest count, LA Chefs reserves the right to use the 80% number as the Minimum Guaranteed guest count.
- A **Final Guaranteed guest count** must be received by our office **3 Business Days** prior to the event
- The Final Guaranteed guest count cannot be less than the Minimum Guaranteed Guest Count.
- The client will be charged for the actual number of guests attending the event OR the Final guaranteed Guest count - whichever is HIGHER.

## PAYMENTS FOR EVENTS

All event charges are subject to 5% gst and 16% Service Gratuity Fee. All events require a Credit Card Authorization for deposit and final payment in advance unless a direct billing account is in place for your company or organization. If direct billing has been arranged and approved, an invoice will be prepared and emailed the first business day following your event and is due upon receipt. If the invoice is to be directed to someone other than the booking contact, please advise us of this prior to event. All weddings and private social events are to be paid in full 3 business days prior to the event date.

## CANCELLATION POLICY

Should it be necessary to cancel your event, please inform your Catering Coordinator as soon as possible. Please see your contract for full details on cancellations - all deposits are non-refundable.

