# **Catering & Conference Services**





# **Event Information**

#### **FOOD & BEVERAGE POLICY**

The Conference Services Department requires your Food & Beverage selections three (3) weeks prior to the event. Our Conference Services Department will be pleased to tailor a menu to accommodate any special requirements.

Due to the licensing restrictions, all Food & Beverages of any nature must be supplied by the Hotel and may not be removed from the Hotel property, with the exception of Wedding and/or Birthday cakes, for which a fee will be applied.

To protect our guests, the Hotel reserves the right to cancel beverage service for any of the following reasons:

- 1) Possession of alcohol, by attendees, that has not been purchased or contracted for through the Conference Services Department
- 2) Noncompliance with BC Licensing & Liquor Laws
- 3) Any circumstances judged by the Hotel Management or the Conference Services Department that would endanger the Hotel's guests, clients, employee, or property. In addition, all beverages must be consumed at the location where they are purchased.

### **GUARANTEED NUMBERS**

The final guaranteed number of guests is required five (5) business days prior to the event. If the hotel is not informed of any changes, the most recent number of guests, menu and beverage arrangements will be considered final.

An increase in the number of attendees over the number guaranteed will be subject to availability and charged accordingly. Should the number of guests decreased by 25% or more from the original expected attendees, a charge of 50% of the estimated food & beverage will be applied to the differences.

### **BOOKING POLICY**

A signed contract will ensure that all agreed terms & conditions are met. Verbal agreements are not valid. A deposit, credit card number, or approved billing is required with a signed contract to confirm a booking. Space cannot be held without a guaranteed method of payment.

A non-refundable deposit of \$500.00 for all social events is due with the signed contract. Full payment of the estimated invoice based on the guaranteed attendance is due three (3) business days prior to the event. At the conclusion of the event, the deposit and pre-payment will be reconciled against the actual invoice and a service charge may apply for any last minute changes to your event details.

Corporate billing privileges may be requested, however, our Accounting Department requires credit information at least seven (7) days prior to the event.



# **Event Information**

### **BOOKING POLICY**

If for any reason the Hotel is unable to perform its obligation under this contract (such as, but not limited to: labour disputes, accident, act of war, weather, act of God, fire, flood or other emergency conditions) such non performance is excused and the Hotel may terminate the Event Contract without Liability of any nature upon the return of the client's deposit. In no circumstance shall the Hotel be liable for loss of profit or other damages based on breach of contract, warranty or otherwise.

### **CONDUCT OF EVENT**

The Hotel reserves the right to inspect and control all private functions. Client agrees to begin the function at the scheduled time and agree to have all participants vacate the designated function space at the closing hour indicated. Client agrees to reimburse Hotel for any overtime wage payments or other expenses incurred by the Hotel because of your failure to comply with these requirements. Client is responsible for any damage to the Hotel or the Hotel property caused by your attendees, vendors, contractors or agents. Client agrees to comply with all applicable federal, provincial, and local laws and Hotel rules and policies governing the Contract and event. In the event the conduct of the attendees at the function is determined, in the Hotel's sole discretion, not to be orderly or in full compliance with applicable laws, regulations and/or Hotel rules, Hotel reserves the right to immediately terminate this contract without penalty and attendees at the function must leave the premises when instructed to do so. In the event this contract is terminated due to the conduct of the attendees of the events, Hotel shall be released from all liability associated with the contract termination. Further, in the event the client misrepresents the nature of the events and the content of the events is determined to be objectionable, in Hotel's discretion, Hotel has the right to immediately terminate this contract without penalty and Hotel is released from all liability.

### DISPLAYS, DECORATIONS & ENTERTAINMENT

Event signage may be displayed directly outside your designated meeting room. The Hotel reserves the right to remove signage that is not prepared in a professional manner or is deemed unsightly or untidy.

Decorations are permitted with hotel authorization. No confetti of any kind may be thrown on the premises or used as decorations. There will be no pinning or tacking the walls or wallpaper. Access to the hotel for decorating must be pre-approved by the Conference Services Department. Fog Machines are prohibited.

All entertainment arrangements must be approved by the Hotel prior to the event. The Hotel reserves the right to refuse any arrangements no in compliance with hotel policy. A fee up to \$92.75 forwarded to SOCAN will be charged for any live or taped music brought into a function.



# **Event Information**

## **BOXES/PACKAGES/FREIGHT STORAGE**

Conference materials must be properly labeled with the date, the name of the event, and the hotel contact. The Hotel is pleased to receive and assist in the handling of the conference materials 3 days prior to the event and 3 days after the event. Please coordinate the pickup of items immediately following your event as the Hotel is not responsible for damage to, or loss of, any articles left on the premises during or following an event. If the items are delivered and handled by the Hotel outside of the indicated time frame, a storage fee will be applied.

### **CANCELLATION POLICY**

Cancellation of a confirmed event must be done in writing ninety (90) days prior to the event date. If the booking is cancelled within ninety (90) days of notice, liquidated damages are determined as follows:

30 Days of Event Date 100% of Meeting Space & 100% of Food & Beverage 31 Days to 81 Days Prior 70% of Meeting Space & 30% of Food & Beverage

90 Days to Event Date No Damages

### **MISCELLANCOUS**

All menu prices and room charges are subject to change without notice. All prices are quoted in Canadian Funds and subject to applicable taxes (subject to change).



# **Meeting Break**

### **BEVERAGE**

Freshly Brewed Seattle's Best Coffee,
Decaffeinated Coffee, and a
Selection of Regular & Herbal Teas
\$4.50 per person

Assorted Chilled Fruit Juices \$20.50 per jug (60oz)

Selection of Sodas, Mineral Waters & Assorted Fruit Juices (Based on Consumption)
\$3.00 each

Smoothies (Strawberry, Mango or Peach) \$22.50 per jug (60oz)

### FRESH FRUITS & VEGETABLES

Fresh Whole Fruit \$2.50 per piece

Fresh Fruit Kabobs (minimum 10 ppl) \$6.95 per person

Fresh Fruit Tray (minimum 10 ppl) \$5.95 per person

Vegetable & Hummus Dip (minimum 10 ppl) \$5.95 per person

### **SNACKS**

Freshly Baked Muffins, French Croissants & Assorted Breakfast Pastries \$4.95 per person

Assorted Yogurts \$1.75 each

Assorted Scones **\$23.50 per dozen** 

Freshly Baked Cookies \$23.50 per dozen

Assorted Mini Cheesecakes \$23.50 per dozen

Brownies or Nanaimo Bars \$23.50 per dozen

Banana or Lemon Loaf \$24.25 per loaf

Häagen Dazs Ice Cream Bars \$4.95 per bar

> Assorted Granola Bars \$2.50 each

Trail Mix Snack Packs \$2.25 each

Prices are subject to taxes and gratuities



# **Buffet Breakfast**

#### CONTINENTAL BREAKFAST

(Minimum 10 ppl)

Assorted Chilled Fruit Juices
Freshly Baked Muffins, French Croissants &
Assorted Breakfast Pastries
Whipped Butter, Fruit Preserves
Fresh Fruit Salad & Assorted Yogurts
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$18.95 per person

### THE CANADIAN BREAKFAST

(Minimum 15 ppl)

Assorted Chilled Fruit Juices
Assorted Yogurts
Freshly Baked Muffins, French Croissants &
Assorted Breakfast Pastries
Whipped Butter, Fruit Preserves
Fluffy Scrambled Eggs
Crisp Bacon
Turkey Sausages
Country Fried Potatoes
Fresh Fruit Salad
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$23.95 per person

### THE HEALTHY START

(Minimum 15 ppl)

Assorted Chilled Fruit Juices
Hard Boiled Eggs
Granola Bar: Dried Fruits, Seeds, Raisins, Honey & Soy Milk
Fresh Fruit Salad & Assorted Yogurts
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$20.95 per person

### THE BREAKFAST WRAPS

(Minimum 15 ppl)

Assorted Chilled Fruit Juices
Freshly Baked Muffins, French Croissants &
Assorted Breakfast Pastries
Whipped Butter, Fruit Preserves

### Choice of Two:

Bacon, Egg & Cheese Wraps Ham, Spinach, Egg & Cheese Wraps Broccoli, Mushroom, Egg & Cheese Wraps Egg, Pepper & Salsa Wraps

Fresh Fruit Salad
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$24.95 per person

Prices are subject to taxes and gratuities

Additional flat fee of \$50 per day will be applied for guarantee less than minimum

Gluten free options available for an additional \$3.50 per person



# **A La Carte Breakfast**

### SAME MENU SELECTION FOR ENTIRE GROUP

Please choose one of the following:

Fluffy Scrambled Eggs served with Crispy Bacon, Pork Sausage, Oven Roasted Tomato and Country Fried Potatoes

Goat Cheese & Asparagus Omelette topped with Prosciutto, Oven Roasted Tomato and Country Fried Potatoes

Spinach Egg White Frittata with Oven Roasted Tomato and Country Fried Potatoes

Traditional Eggs Benedict: Ham, Medium Poached
Egg and Hollandaise on an English Muffin served with Oven Roasted
Tomato and Country Fried Potatoes

Florentine Eggs Benedict: Spinach, Mushroom Ragout,
Medium Poached Egg and Hollandaise on an English
Muffin served with Oven Roasted Tomato and Country Fried Potatoes

All Meals include Basket of Assorted Muffins, Croissants & Assorted Breakfast Pastries Freshly Brewed Seattle's Best Coffee, Decaffeinated Coffee, and Regular Tea

\$25.50 per person

Prices are subject to taxes and gratuities
Gluten free options available for an additional \$3.50 per person



# **Buffet Lunch**

#### THE WORKING LUNCH

(Minimum 15 ppl)

Soup of the Day

Fresh Garden Greens with Chef's Choice of Dressings
 Assorted Sandwiches, Kaisers & Wraps
(Egg, Tuna, Ham, Turkey, Beef, and Vegetarian)
 Relish & Pickle Tray
Chef's Dessert Pastries & Fresh Fruit Salad
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$26.95 per person

#### TASTE OF COMMERCIAL DRIVE

(Minimum 15 ppl)

Focaccia with Balsamic Dip
Caesar Salad
Tomato Bocconcini Salad
Vegan Garlic Pasta with Cajun Cauliflower

### **Choice of Two:**

Vegan Creamy Portobello Mushroom Arancini
Chicken Florentine Pasta
Garlic Butter Turkey Meatballs
Spaghetti with Sun-Dried Tomatoes and Spinach
Chef's Dessert Pastries & Fresh Fruit Salad
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$29.75 per person

### **GREEK CONNECTION**

(Minimum 20 ppl)

Pita Breads with Hummus & Tzatziki Greek Pasta Salad Rice Pilaf Greek Pea & Potato Stew

Choice of Two:
Lemon Chicken
Greek Pork Souvlaki
Greek Beef Stew
Vegetarian Moussaka
Chef's Dessert Pastries & Fresh Fruit Salad
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$29.95 per person

Prices are subject to taxes and gratuities

Additional flat fee of \$50 per day will be applied for guarantee less than minimum

Gluten free options available for an additional \$3.50 per person



# **Buffet Lunch**

#### A STROLL DOWN FRASER STREET

(Minimum 20 ppl)

Naan Breads
Kachumber Salad
Rice
Tandoori Coconut Chicken Curry
Beef Madras
Vegetarian Korma
Chef's Dessert Pastries & Fresh Fruit Salad
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$32.75 per person

### **ASIAN CUISINE**

(Minimum 20 ppl)

Thai Chicken Soup
Vegetarian Fried Rice
Vegetable Stir Fry with Tofu
Orange Chicken
Beef with Broccoli
Fresh Fruit Tray
Chef's Dessert Pastries
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$32.75 per person

### **VEGETARIAN**

(Minimum 20 ppl)

Vegetarian Beet Borscht
Egg Rolls
Vegetable Stir Fry
Vegetarian Pad Thai
Lentil & Vegetable Curry
Fresh Fruit Tray
Chef's Dessert Pastries
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas
\$32.75 per person

Prices are subject to taxes and gratuities

Additional flat fee of \$50 per day will be applied for guarantee less than minimum

Gluten free options available for an additional \$3.50 per person



# A La Carte Lunch

### SAME MENU SELECTION FOR ENTIRE GROUP

PLEASE SELECT ONE STARTER OPTION

**Roasted Tomato Basil Soup** 

Mixed Greens Tossed with Balsamic Vinaigrette

Caesar Salad Tossed with Creamy Garlic Dressing Croutons and Parmesan Cheese

Zesty Quinoa Salad

PLEASE SELECTION ONE DESSERT OPTION

Crème Brûlée

New York Cheesecake with a Seasonal Fruit Compote

Deep Dish Apple Pie

Chocolate Truffle

### PLEASE SELECT ONE ENTRÉE OPTION

Glazed Lime Apricot Chicken Breast,
Seasonal Vegetables and Chef's Selection of Starch
\$32.95 per person

Maple Mustard Glazed Salmon, Seasonal Vegetables and Chef's Selection of Starch \$35.95 per person

Roasted Pork Loin served with Ginger Soy Sauce, Seasonal Vegetables and Chef's Selection of Starch \$35.95 per person

Grilled Sea Bass with Lemon Butter Sauce, Seasonal Vegetables and Chef's Selection of Starch \$35.95 per person

8oz. Ribeye Steak with Béarnaise Sauce, Seasonal Vegetables and Chef's Selection of Starch \$38.50 per person

All Meals include Warm Rolls with Whipped Butter, Freshly Brewed Seattle's Best Coffee,
Decaffeinated Coffee, and Regular Tea

Prices are subject to taxes and gratuities
Gluten free options available for an additional \$3.50 per person



# **Buffet Dinner**

### THE POINT GREY DINNER BUFFET

(Minimum 40 ppl)

Warm Dinner Rolls with Whipped Butter Fresh Garden Greens with Chef's Choice of Dressings Pasta Salad

> Hot Seasonal Vegetables Rice Pilaf or Roasted Potatoes

#### PLEASE SELECT TWO ENTRÉE OPTIONS

Roasted Chicken Breast with Apple, Onion & Cider Sauce Baked Salmon with Honey & Soy Glazed Sauce Medium Roast Top Round with Tangy Mustard Sauce Penne Pasta with Vegetables and Tomato Sauce

Chef's Dessert Table:
An Assortment of Cakes, Tortes, Pies & French Pastries
Fresh Fruit Salad
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas

\$40.50 per person

### THE BROADWAY DINNER BUFFET

(Minimum 40 ppl)

Warm Dinner Rolls with Whipped Butter
Fresh Garden Greens with Chef's Choice of Dressings
Marinated Mushrooms and Potato Salad

Hot Seasonal Vegetables Rice Pilaf or Roasted Potatoes

### PLEASE SELECT TWO ENTRÉE OPTIONS

Baked Chicken Breast with Honey Mustard Sauce Baked Salmon with Mustard-Dill Sauce Medium Roast New York Strip Loin with Red Wine Sauce Vegetable Lasagna

Chef's Dessert Table
An Assortment of Cakes, Tortes, Pies & French Pastries
Fresh Fruit Tray
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas

\$42.95 per person

Prices are subject to taxes and gratuities

Additional flat fee of \$50 per day will be applied for guarantee less than minimum

Gluten free options available for an additional \$3.50 per person



# **Buffet Dinner**

### THE KITSILANO DINNER BUFFET

(Minimum 40 ppl)

Warm Dinner Rolls with Whipped Butter Fresh Garden Greens with Chef's Choice of Dressings Chickpeas Salad & Pasta Salad

> Hot Seasonal Vegetables Rice Pilaf or Roasted Potatoes

### PLEASE SELECT THREE ENTRÉE OPTIONS

Oven Roasted Chicken with Lime Butter Sauce
Baked West Coast Salmon Fillets with Watercress Mayonnaise
Leg of Lamb with Pomegranate-Wine sauce
Carved Roast Prime Rib with Rosemary Au Jus
Vegetable Primavera

Chef's Dessert Table
An Assortment of Cakes, Tortes, Pies & French Pastries
Fresh Fruit Tray & Cheese
Freshly Brewed Seattle's Best Coffee, Decaffeinated
Coffee, and a Selection of Regular & Herbal Teas

\$46.95 per person

Prices are subject to taxes and gratuities

Additional flat fee of \$50 per day will be applied for guarantee less than minimum

Gluten free options available for an additional \$3.50 per person



## A La Carte Dinner

### SAME MENU SELECTION FOR ENTIRE GROUP

PLEASE SELECT ONE STARTER OPTION

Coconut Carrot Ginger Soup

**Roasted Tomato Basil Soup** 

Mixed Greens Tossed with Balsamic Vinaigrette

Caesar Salad Tossed with Creamy Garlic Dressing Croutons and Parmesan Cheese

Citrus Almond Salad

PLEASE SELECT ONE DESSERT OPTION

Crème Brûlée

New York Cheesecake with a Seasonal Fruit Compote

Deep Dish Apple Pie

Matcha Cheesecake

### PLEASE SELECT ONE ENTRÉE OPTION

Spinach & Ricotta-Stuffed Chicken Breasts with Lemony White Wine, Seasonal Vegetables and Chef's Selection of Starch \$38.75 per person

Salmon with Citrus Salsa Verde, Seasonal Vegetables and Chef's Selection of Starch \$38.75 per person

Half Rack of Lamb with Cherry-Port Sauce, Seasonal Vegetables and Chef's Selection of Starch \$40.50 per person

Grilled New York Steak with Roasted Garlic & Ancho Butter, Seasonal Vegetables and Chef's Selection of Starch \$40.95 per person

Grilled Halibut with Lemon-Basil Vinaigrette, Seasonal Vegetables and Chef's Selection of Starch \$40.95 per person

Prices are subject to taxes and gratuities
Gluten free options available for an additional \$3.50 per person



# **Reception Menu**

### **CANAPÉS & HORS D'OEUVRES**

ALL MENU ITEMS ARE PRICED AND SOLD PER DOZEN, MINIMUM ORDER OF 2 DOZEN PER ITEM SOME ITEMS CAN BE PASSED FOR AN ADDITIONAL FEE

### **COLD CANAPÉS**

\$38.00 per dozen per item

Smoked Salmon & Dill Canapés Bacon & Tomato Cups Tomato Bocconcini Skewers Mexican Roasted Sweet Potato Bites Mascarpone Shrimp Bites Beef Tenderloin Canapés Zucchini Bruschetta with Swiss Cheese Shrimp & Avocado Canapés with Feta Salsa Shrimp Melts Chicken & Mushroom Canapés Mushroom Polenta Diamonds

### **HOT HORS D'OEUVRES**

\$38.00 per dozen per item

Marinated Vegetable Skewers Salmon Croquettes Prosciutto Parmesan Potato Skins Asparagus & Brie Wonton Tartlets Mini Vegetable Frittata Tandoori Meatballs with Cilantro Raita Bacon Wrapped Scallops Deep Fried Prawns with Cocktail Sauce Spring Rolls with Plum Sauce Beef Brochette Bocconcini & Prosciutto Brochettes

#### ADDITIONAL RECEPTION ITEMS

Fresh Vegetables & Dip (Serves 20 ppl) \$55.00 per order

Local & Import Cheese Display (Grapes, French Bread &Crackers) \$12.95 per person

Assorted Mini Sliders (Choice of: Roasted Vegetables & Brie; Pulled Pork; Beef & Portobello Mushroom) \$5.50 each

> Deli Meat Platter (French Baguettes) \$10.95 per person

Chef's Dessert Table (Cakes, Pies & Petit Fours) \$11.95 per person Fresh Fruit Tray (Serves 20 ppl) \$67.50 per order

Finger Sandwich Platter \$8.95 per person

Flatbreads (Serves 6 as a snack)
(Choice of: Chicken, Wild Mushroom & Brie; Grilled Beef,
Onion & Roasted Tomatoes; Roasted Vegetable & Goat Cheese)
\$18.00 per order

Antipasto Platter
(Grilled Vegetables, Tomato Bocconcini & Prosciutto)
\$8.95 per person

Sushi Platter (60 pieces) \$185.00 per order

Prices are subject to taxes and gratuities



# **Beverage Selections**

	Host	Cash
Highball (1oz)	\$6.50	\$8.00
Domestic Beer (341ml)	\$6.50	\$8.00
Imported Beer (330ml)	\$8.00	\$9.00
Cider (330ml)	\$6.50	\$8.00
Cooler (330ml)	\$6.50	\$8.00
House Red/White by the Glass	\$6.50	\$8.00
Soft Drinks or Juices	\$3.00	\$3.00
Spirited Fruit Punch (Serves 30ppl)	\$95.00	
Non-Alcoholic Fruit Punch (Serves 30ppl)	\$55.00	

#### **Host Bar**

All beverages consumed are to be paid by the host of the event. Prices quoted are subject to applicable taxes and 17% gratuity.

#### Cash Bar

All beverages consumed are to be paid by the guests of the event. Prices quoted include all applicable taxes. Gratuities are not included.

A bartender fee of \$25.00 per hour will be charged for a minimum of four (4) hours if Host/Cash Bar revenue does not exceed \$450.00.

As per BC Licensing and Liquor Laws, any public special event may not provide homemade beer or wine or Ubrew/Uvin Products, or allow the people attending the event to bring their own liquor.

Any Wine brought into the hotel premises must be purchased from a BC Liquor Store or another source approved by the Liquor Distribution Branch, and a corkage fee of \$20.00 per bottle will be applied with supplementary documentation.

As per BC Licensing and Liquor Laws, function rooms must be vacated by 12 midnight Sunday and 1am Monday through Saturday. Last call will be announced ½ hour prior.

Prices are subject to taxes and gratuities



# Wine Selections

#### WHITE WINES

Chaberton White - VQA Bottle (750ml) \$28.95

Chaberton - Valley Chardonnay VQA **Bottle (750ml) \$32.00** 

Chaberton - Reserve Bacchus VQA

Bottle (750ml) \$32.50

Chaberton - Reserve Gewurztraminer VQA

Bottle (750ml) \$34.50

Barefoot - Pinot Grigio Bottle (750ml) \$28.50

Oyster Bay - Sauvignon Blanc Bottle (750ml) \$36.95

### **RED WINES**

Chaberton Red - VQA Bottle (750ml) \$28.95

Chaberton - Reserve Bacchus VQA **Bottle (750ml) \$32.50** 

Chaberton - Reserve Merlot VQA

Bottle (750ml) \$34.50

Chaberton - Valley Gamay VQA Bottle (750ml) \$34.50

Robert Mondavi Woodbridge - Cabernet Sauvignon **Bottle (750ml) \$32.50** 

Oyster Bay - Pinot Noir Bottle (750ml) \$36.95

### **Bubbles**

Henkell Trocken
Bottle (750ml) \$35.00

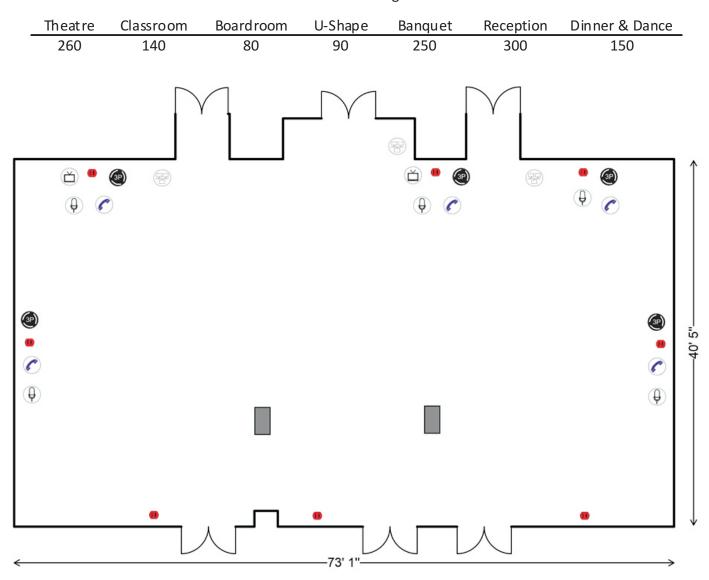
Sumac Ridge
Bottle (750ml) \$50.00

Prices are subject to taxes and gratuities

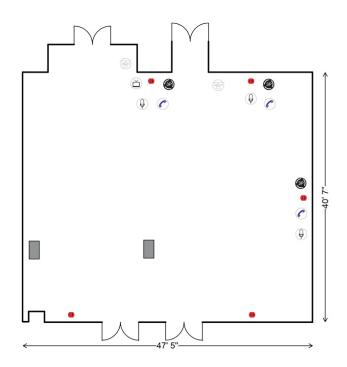


### **ARBUTUS BALLROOM**

Lobby Level 2,993 square feet 13 feet ceilings







## **ARBUTUS BALLROOM EAST & CENTRE**

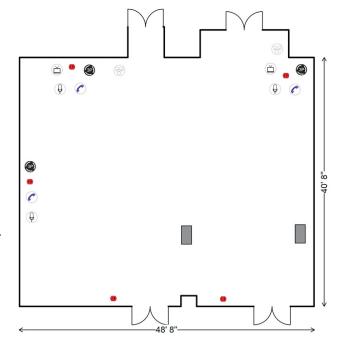
Lobby Level 1,927 square feet 13 feet ceilings

Theatre	Classroom	Boardroom	U-Shape	Banquet	Reception	Dinner & Dance
160	80	50	55	110	180	70

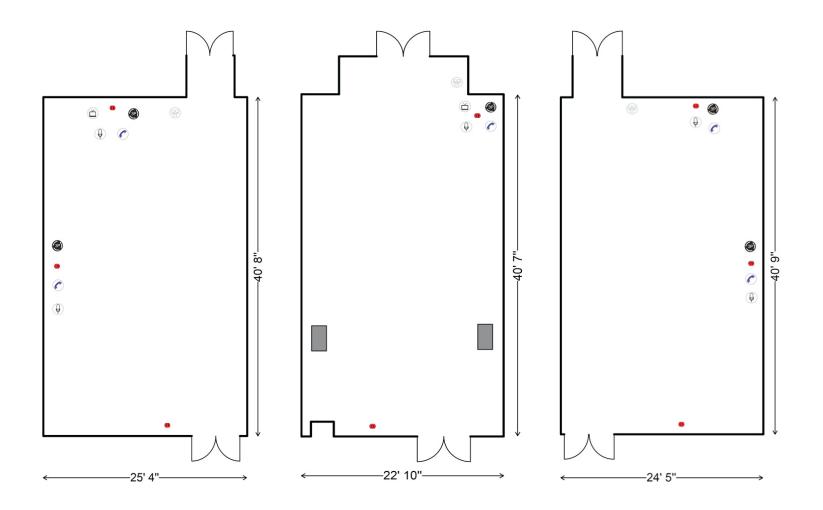
## **ARBUTUS BALLROOM WEST & CENTRE**

Lobby Level 2,009 square feet 13 feet ceilings

Theatre	Classroom	Boardroom	U-Shape	Banquet	Reception	Dinner & Dance
160	90	ΕO	EE	110	100	70







### **ARBUTUS BALLROOM WEST**

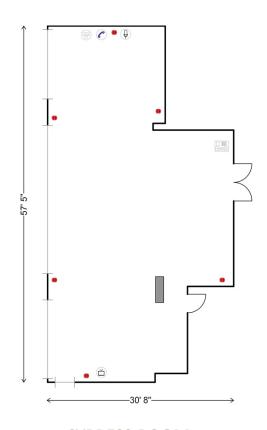
## **ARBUTUS BALLROOM CENTRE**

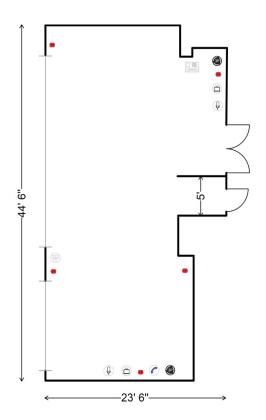
### **ARBUTUS BALLROOM EAST**

Lobby Level 1,066 square feet 13 feet ceilings Lobby Level 943 square feet 13 feet ceilings Lobby Level 984 square feet 13 feet ceilings

Ballroom West:	Theatre	Classroom	Boardroom	U-Shape	Banquet	Reception	Dinner & Dance
Daniooni West.	100	50	30	30	60	100	40
Ballroom Centre:	Theatre	Classroom	Boardroom	U-Shape	Banquet	Reception	Dinner & Dance
bannoom centre.	60	30	20	25	50	80	30
Ballroom Fast:	Theatre	Classroom	Boardroom	U-Shape	Banquet	Reception	Dinner & Dance
Daiii OOIII EdSt:	100	50	30	30	60	100	40







### **CYPRESS ROOM**

5<sup>th</sup> Floor 1,200 square feet 9 feet ceilings Natural Light

80

Reception

100

N/A

Boardroom U-Shape Banquet

30

40

Theatre

90

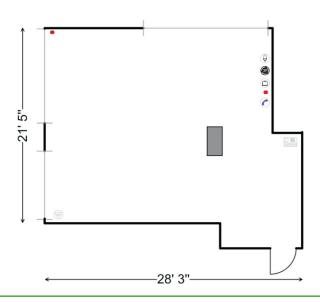
Classroom

50

### **OAK ROOM**

5<sup>th</sup> Floor 810 square feet 9 feet ceilings Natural Light

Dinner & Dance	Theatre	Classroom	Boardroom	U-Shape	Banquet	Reception	Dinner & Dance	
N/A	80	30	30	30	60	70	N/A	



### **PINE ROOM**

5<sup>th</sup> Floor 642 square feet 9 feet ceilings Natural Light

Theatre	Classroom	Boardroom U-Shape		Banquet	Reception	Dinner & Dance	
30	15	15	15	30	40	N/A	

