



STAY, MEET & DINE™

OAKVILLE SUITES™
EVENTS CATERING PACKAGE

Monte Carlo Inn Oakville Suites™
Your Home Away From Home™

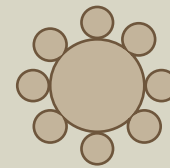


FACILITIES

Monte Carlo Inn Oakville Suites™ offers comprehensive conference, meeting and banquet facilities. Whether you are planning a conference for 100 people or a small meeting in one of our boardrooms, our facilities are perfect for all types of meetings and functions. With an experienced culinary and sales team dedicated to your function, we will work with each event organizer to ensure that each function, regardless of how small or large, will be as successful as possible.

Meeting Rooms	Size	Capacity	Price
Queen Elizabeth Room	1300 sqft	90 persons	\$395+HST
Trafalgar Room	750 sqft	30 persons	\$275+HST
Churchill Room	650 sqft	30 persons	\$275+HST
Oakville Room	325 sqft	8 persons	\$150+HST

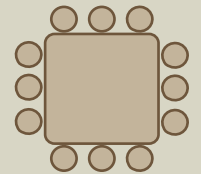
Seating Configurations



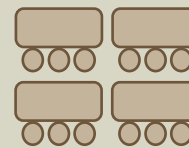
Ballroom



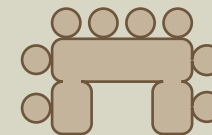
Theatre



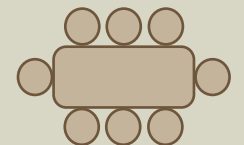
H-Square



Classroom



U-Shape



Boardroom

Meeting Room Features

- Individual Climate Control
- Individual control of overhead lighting
- Multi port data jacks and 15 amp circuits available
- Pull down screen
- Digital speakerphones
- Wired and Wireless Internet
- A Complimentary 500 ml bottle of water, note pad, pen and mint per participant
- Copy, Fax, and Printing services available on site



FACILITIES

Audio-Visual Services

There is a complete line of modern audio-visual equipment available. Fees will vary accordingly based on the type of equipment required, additional fees may be charged if any materials or equipment is ordered by the hotel for your function.

Audio-Visual Equipment Rates

LCD Projector	\$50+HST
Audio/Visual Equipment	\$30+HST
Conference Phone	\$25+HST
Television/DVD	\$15+HST
Overhead Projector	\$15+HST
Flip Chart and Markers	\$15+HST
Whiteboard and Markers	\$10+HST
Microphone/Podium	\$10+HST

Prices

The prices on the menus are subject to change. A 15 % service charge will be added to all food and beverage charges. Taxes will be applied on food, beverage, audiovisual equipment and room rentals. All pricing is subject to gratuity

Method Of Payment

Direct billing applications are available by contacting the Monte Carlo Inn Oakville Suites™ sales division. Corporate accounts are subject to credit approval and all event reservations must be secured with a valid credit card at the time of booking. Other methods of payment include certified cheques, money order, cash and EFT.

Menu Selection

The Monte Carlo Inn Oakville Suites™ various catering options will appeal to the most demanding palates. Our catering department will assist you in creating your own personal menu, should the attached menu not be suitable for your function.

Food, Beverage & Bar Service

The bar service and any entertainment must end by 1:00 am. The hotel cannot serve liquor to any individual under the age of 19. You must have a photo I.D. to present to hotel staff when ordering any alcoholic beverage.

Guarantee

All events with food and beverage require a final guarantee count no less than 72 hours prior to arrival. This guarantee will be a minimum number for which fees will be charged.



POLICIES

Cancellations

All Social events will be subject to a \$500 non-refundable deposit and the remaining balance must be paid in full one week prior to the scheduled function. Cancellation of any corporate event less than 14 days will be subject to a cancellation fee equivalent to the room rental, for space held and a percentage of estimated food and beverage cost.

Confirmation

Upon booking, we require one signed copy of the event order along with a security deposit to confirm arrangements. All tentative bookings will only be held for a maximum of two weeks from the date of booking and are not guaranteed, unless a deposit is received, which is not refundable if cancelled after the two-week period. If another party is prepared to make a definite commitment any time during your tentative booking period, we reserve the right to contact you and will then require a final decision within 72 hours.

Deposits and Payment Procedures

All Social functions will be subject to a **\$500.00 non-refundable security deposit** at the time of booking or within two weeks of receipt of the signed contract. A final balance will be due one week prior to the event. Any additional charges, including any increases in guest meal counts, changes to menu, bar charges and room damages, will be processed on the credit card used to guarantee the account upon signing in to the hotel. Should the estimated final payment of your function not be received one week prior to your event, the Monte Carlo Inn Oakville Suites™ reserves the right to cancel your function without any refunds of deposits.

Restrictions

- Guests are asked not to gather in the hallways
- Alcohol is prohibited in hallways, lobbies, patio outside of function rooms, parking lots and public areas not licensed for alcohol consumption
- The hotel has designated smoking areas outside. No smoking is allowed indoors.
- Consumption of food and beverages not purchased from the restaurant or hotel is limited to your guest rooms only
- Should housekeeping find any rooms damaged, in any way, the hotel will charge the credit card responsible for the room for all damages and/or clean up fees.



CONTACT

Conference, Catering and Banquet Functions

Sales and Catering Manager

Tel: (905) 849-9500 ext.232

Fax: (905) 849-6405

oakvillesales@montecarloinn.com

General Hotel Inquires

Tel: (905) 849-9500

Fax: (905) 849-6405

Shipping

(any material sent to the hotel)

Monte Carlo Inn Oakville Suites

374 South Service Rd East, Oakville, ON

L6J 2X6

(Trafalgar & QEW)

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CATERING MENU

Brunch Buffet Selections

20 person minimum, taxes and gratuities not included

Menu 1

\$13.95 per person

Assorted Breads
Jams & Marmalades

Bacon, Sausage & Chive Scrambled Eggs
Home Fries

Fresh Fruit Tray

Muffins, Croissants & Danishes
Coffee, Tea & Juice

Menu 2

\$15.95 per person

Assorted Breads
Jams & Marmalades

Oven Cured Tomato & Black Olive
Omelette
Bacon & Sausage
Organic Greens Tossed in Balsamic
Vinagrette

Fresh Fruit Tray

Assorted Pastries & Muffins
Coffee, Tea & Juices

Menu 3

\$21.95 per person

Assorted Breads
Jams & Marmalades

Bacon, Sausage & Home Fries
Pancakes or Waffles
with Berries & Whipped Cream

Eggs Benedict or Quiche Lorraine

Assorted Italian Pastries
Fruit Tray
Coffee, Tea & Juices

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CATERING MENU

Dinner Buffet Selections

20 person minimum, taxes and gratuities not included

Tuscany \$28.95 per person

Assorted Breads & Rolls
Antipasto Platter
Roasted Red Pepper Soup

Caesar Salad or Mixed Greens Salad

Veal Parmigiana
or
Grilled Chicken Breast with Citrus Pesto
Penne in Tomato Basil Sauce
Chef's Vegetable Medley
Roasted Mini Red Potatoes

Assorted Pastries
Fresh Fruit Tray
Freshly Brewed Arabica Coffee
Selection of Herbal Teas

Verona \$31.95 per person

Assorted Breads & Rolls
Antipasto Platter
Tomato & Chickpea Salad

Caesar Salad or Mixed Greens Salad

Grilled Chicken Breast with Apricots & Rosemary
Eggplant Parmigiana
or
Penne in Tomato Basil Sauce
Chef's Vegetable Medley
Roasted Mini Red Potatoes

Assorted Italian Pastries & Squares
Fresh Fruit Tray
Freshly Brewed Arabica Coffee
Selection of Herbal Teas



CATERING MENU

Dinner Buffet Selections

20 person minimum, taxes and gratuities not included

Sorrento

\$33.95 per person

Assorted Breads & Rolls
Smoked Tomato Vegetable Soup
Baby Spinach & Radicchio Salad

or

Mixed Greens Salad with Balsamic Vinaigrette

Veal Scaloppini with Lemon, Capers & Baby Shrimp

Seafood Medley with Mariana Sauce

Penne Primavera

Chef's Vegetable Medley

Roasted Mini Red Potatoes

Tropical Fruit Platter with Vanilla Yogurt Dip

Assorted Italian Pastries

Freshly Brewed Arabica Coffee

Selection of Herbal Teas

Amalfi

\$35.95 per person

Dinner Rolls
Seafood Chowder
Shrimp Cocktail

Mixed Greens Salad or
Mediterranean Pasta Salad

Seafood Medley with Mariana Sauce

Roast Beef with Herbed Horseradish Jus

Penne in Tomato Basil Sauce

Chef's Vegetable Medley

Roasted Mini Potatoes

Tropical Fruit Tray & Yogurt Dip

Assorted Pastries

Freshly Brewed Arabica Coffee

Selection of Herbal Teas

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CATERING MENU

Open Bar

\$31.00 per person

Includes bar service for 4 hours throughout event

Wide selections of:

Domestic Beers, Standard Bar Rail Vodka, Gin, Rye, Rum
and House Wines

Cash Bar

Minimum consumption of \$250.00 per event

Domestic Beers (12oz)	\$5.50
Liquor (1oz)	\$6.00
House Wine (6oz)	\$5.50

Punch

Serves approximately 50 people

Non-alcoholic Fruit Punch	\$95.00 per bowl
Alcoholic Punch	\$130.00 per bowl

Hors D'oeuvres & Canapes

Per Dozen

Grilled Asparagus and Eggplant in Prosciutto	\$19.95
Ham Wrapped in Mozzarella Cheese	\$14.95
Coconut Breaded Shrimp	\$19.95
Assorted Mini Quiches	\$16.95
Vegetarian Cocktail Spring Rolls	\$14.95
Ham & Cheese Canapes (Triangle Shape)	\$14.95
Bruschetta & Garlic Bread	\$13.95
Veggie Samosas	\$14.95
Prosciutto and Melone	\$4.95 per person

All prices are subject to 15% service fee and HST

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