



  
PACIFIC GATEWAY HOTEL  
— VANCOUVER AIRPORT —

## Let us cater to your needs

3500 Cessna Drive Richmond, BC V7B 1C7 | 604-276-1963 | [www.pacificgatewayhotel.com](http://www.pacificgatewayhotel.com)

CONVENIENT. CONNECTED. COMMUNITY.

**Breakfast   Themed Breaks   Beverages   Lunch   Dinner   Reception   Wine   Bar List   Terms & Conditions**

# BREAKFAST

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## **SUNRISE CONTINENTAL BREAKFAST | \$22 per person**

Freshly baked croissants, selection of mini-muffins and danishes

Butter, honey and assorted preserves

Fresh seasonal fruit and berry platter

Individual fruit and vanilla yogurt

Apple, orange and cranberry juice

Freshly brewed Mogiana coffee

Assorted teas

## **HEALTHY START CONTINENTAL BREAKFAST | \$21 per person**

Seasonal breakfast breads

Butter, honey and assorted preserves

Fresh seasonal fruit and berry platter

Sun-dried fruit and nut granola with skim milk

Honey and berry yogurt

Apple, orange and cranberry juice

Freshly brewed Mogiana coffee

Assorted teas

## **TSAWWASSEN BREAKFAST TO GO | \$22 per person**

Three assorted mini-muffins

Butter and preserves

Housemade granola bar

Danone Activia individual fruit yogurt

Whole banana and whole apple

Bottled orange juice

*Available for pick-up 24 hours a day*





# BREAKFAST

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**HOT BREAKFAST** | For groups fewer than 15, a \$5 per person additional fee will apply.

## **CANADIAN BREAKFAST BUFFET | \$28 per person**

Freshly baked croissants, selection of mini-muffins and danishes  
Butter, honey and assorted preserves  
Fresh seasonal fruit and berry platter  
Selection of whole fruit  
Scrambled eggs with chives  
Smoked crisp bacon and grilled pork sausages  
Homestyle potatoes  
Apple, orange and cranberry juice  
Freshly brewed Mogiana coffee  
Assorted teas



## **THE BENEDICT BREAKFAST BUFFET | \$29 per person**

Freshly baked croissants, selection of mini-muffins and danishes  
Butter, honey and assorted preserves  
Fresh seasonal fruit and berry platter

### **Duo of Eggs Benedict:**

Poached eggs with Canadian back bacon and hollandaise sauce on a toasted English muffin  
Poached eggs with spinach, mushrooms and brie on a toasted English muffin  
Homestyle potatoes  
Apple, orange and cranberry juice  
Freshly brewed Mogiana coffee  
Assorted teas

# BREAKFAST

## **BREAKFAST BUFFET ENHANCEMENTS** | Priced per person unless otherwise noted.

Pricing reflects enhancements added to a buffet, not as a stand-alone option.

Assorted Whole Fruit | \$3 per piece

Free-Range Hard-Boiled Eggs | \$3 each

Smoked Crisp Bacon | \$5

Grilled Pork Sausage | \$5

Turkey Sausage | \$5

Scrambled Eggs with Chives | \$5

Assorted Mini-Quiche | \$5

Danone Activia Fruit and Vanilla Yogurts | \$4 each

Selection of Cereals | \$4

served with skim milk

Classic Hot Oatmeal | \$5

Brown sugar and skim milk

Pancakes | \$6

Warm maple syrup and blueberry compote

Hot Apple Cinnamon Oatmeal | \$6

Brown sugar and skim milk

Belgian Waffles | \$6

Warm maple syrup, whipped cream and stewed strawberries

Classic French Toast | \$6

Warm maple syrup and blackberry compote

Seasonal Fresh Fruit and Berries | \$5

Assorted Bagels | \$5

With cream cheese

Breakfast Sandwiches | \$7

Scrambled eggs, peameal bacon and cheddar cheese on a toasted English muffin

Scrambled eggs, spinach, mushrooms and goat cheese on a toasted English muffin

Classic Eggs Benedict | \$7

Poached egg, grilled peameal back bacon and hollandaise sauce

Yogurt Parfaits | \$5

House-Smoked Salmon Benedict | \$7

Herb biscuit, sweet pickled red onions with preserved lemon hollandaise sauce

# THEMED BREAKS

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## HEALTH BOOST | \$17

Crushed blueberry lemonade  
Create your own yogurt parfaits  
Diced fruit, granola, strawberry and vanilla yogurt  
Housemade multi-grain granola and nut bars  
Freshly brewed Mogiana coffee  
Assorted teas

## HOME RUN | \$17

Housemade lemonade  
Warm soft pretzels with honey Dijon mustard dip  
Classic movie theatre-style popcorn with real butter  
Butter toasted almonds  
Assorted canned soft drinks  
Freshly brewed Mogiana coffee  
Assorted teas

## CARIBBEAN BREEZE | \$17

Iced pineapple and coconut drink  
Toasted coconut and white chocolate macaroons  
Mango, granola and brown sugar upside-down cake  
Sliced pineapple and strawberry skewers  
Freshly brewed Mogiana coffee  
Assorted teas

## CHARLIE'S FACTORY | \$17

2% milk and chocolate milk  
Peanut butter and dark chocolate tartlet with a hazelnut praline  
White chocolate and pistachio bark  
Milk chocolate and almond English butter toffee  
Assorted canned soft drinks  
Freshly brewed Mogiana coffee  
Assorted teas



# COFFEE BREAKS

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**FRESH FROM OUR PASTRY KITCHEN** | Priced per dozen unless otherwise stated.

Fresh Seasonal Fruit and Berry Platter\*\* | \$5 per person

Assorted Mini Muffins | \$18

Freshly Baked Mini Croissants | \$26

Coconut and White Chocolate Macaroons\*\* | \$36

Flight of Tarts | \$36

Fudge and Nut Brownies | \$36

Gluten-Free Fudge Brownies\*\* | \$36

Nanaimo Bars | \$36

Chocolate-Drizzled Rice Krispie Squares\*\* | \$36

Assorted Dessert Squares | \$37

Housemade Multi-Grain Granola and Nut Bars | \$37

Seasonal Breakfast Breads | \$37

Milk Chocolate and Macadamia Biscotti | \$37

Chocolate Truffles | \$37

Freshly Baked Cookies | \$37

Chocolate Chip, Oatmeal Raisin, Double Chocolate

Blueberry and Pear Turnovers | \$38

Mini-Apple Danishes | \$38

Apple Pecan Scones | \$45

With cinnamon cream cheese icing

Strawberry and Pineapple Skewers\*\* | \$5 each

Assorted French Pastries | \$42

Chocolate-Dipped Strawberries\*\* | \$42

Fresh Mini-Fruit Pavlovas\*\* | \$42

Fresh Mini-Fruit Tarts | \$42

Warm Sticky Cinnamon Buns | \$5 each

With toasted sunflower seeds



\*\*Gluten-free items

# COFFEE BREAKS

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## SNACKS AND CANDY

Warm Soft Pretzels with Honey Dijon Dip | \$5 each

Assorted Chocolate Bars | \$4 per bar

Skittles | \$4 per bag

Peanut M&M's | \$4 per bag

Assorted Miss Vickie's Potato Chips | \$4 per bag

Red Licorice | \$6 per bag

Fresh Vegetable Crudités with Dip (minimum 10 people) | \$6 per person

Assorted Cheese and Crackers (minimum 10 people) | \$6 per person

Assorted Peanut-Free Ice Cream Bars | \$50 per dozen

Assorted Häagen-Dazs Ice Cream Bars | \$65 per dozen

### Roasted Peanuts

Soup cup (156 grams) | \$4 each

Square bowl (1.5 kg) | \$25 each

### Housemade Trail Mix

Soup cup (156 grams) | \$6 each

Square bowl (500 grams) | \$36 each

### Smarties

Soup cup (227 grams) | \$6 each

Square bowl (1.5 kg) | \$60 each

## Gourmet House-Popped

Popcorn | \$18 per bowl

Classic Movie Theatre style with Real Butter,  
Smoked Sea Salt and Vinegar,  
Parmesan, Butter and Herb  
(serves approximately 10-12 people)

## Sweet and Salty

English Butter Toffee and  
Pecan Popcorn | \$35 per bowl

(serves approximately 10-12 people)

# COFFEE BREAKS

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## BEVERAGES

Coffee and Tea | \$4.95 per person

Freshly brewed Mogiana coffee and assorted teas

Bottled Juice (300ml) | \$4 each+

Apple, orange, grapefruit, cranberry, tomato, V8

Canned Soft Drinks (355ml) | \$4 each+

Pepsi, Diet Pepsi, 7Up, Diet 7Up, Dr. Pepper, Root Beer, Ginger Ale, Iced Tea

Bottled Spring Water (500ml) | \$4 each+

Perrier Sparkling Mineral Water (330ml) | \$4 each+

Red Bull Energy Drink (250ml) | \$4 each+

Skim Milk, 2% Milk or Soy Milk (250ml) | \$4 each+

Chocolate Milk (250ml) | \$4 each+

Assorted Fruit Juices | \$25 per pitcher\*

Orange, grapefruit, apple, cranberry

+Charged on consumption

\*Each pitcher is 1.3 litres and serves approximately eight people

## SPECIALTY HOUSEMADE BEVERAGES

Lemonade | \$25 per pitcher\*

Iced Tea | \$25 per pitcher\*

Sweetened or unsweetened

Chilled Apple Cider | \$25 per pitcher\*

Crushed Blueberry Lemonade | \$27 per pitcher\*

Iced Pineapple and Coconut Drink | \$29 per pitcher\*

Iced Mocha Frappuccino | \$29 per pitcher\*

Strawberry Banana Smoothie | \$30 per pitcher\*

Raspberry Lemon Smoothie | \$30 per pitcher\*

Hot Apple Cider | \$3 per person

Hot Chocolate | \$4.50 per person

Dark chocolate or white mint chocolate





# LUNCH

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## WORKING LUNCH BUFFET

For groups fewer than 15, a \$5 per person additional fee will apply. For groups fewer than 10, please choose two sandwich selections. All working lunch buffets served with freshly brewed Mogiana coffee and an assortment of teas.

### GROUSE MOUNTAIN SANDWICH BAR BUILD YOUR OWN | \$29 per person

Chef's Soup of the Day

#### Please Choose One:

##### Baby Greens

Balsamic vinaigrette and ranch dressings

##### Traditional Potato Salad

Hard boiled egg, baby dill, grainy mustard

##### Fresh Vegetable Crudités

Buttermilk herb dip

#### Assortment of Breads and Kaisers

#### Assortment of Sandwich Fillings:

Black forest ham, smoked turkey, egg salad, tuna salad, cheddar and Monterey Jack cheese, tomato, cucumber, lettuce, mayonnaise, mustard, and Chef's condiment

#### Pickle Garnish Platter

Gherkins, olives, cocktail onions, hot peppers and green beans

Chef's Selection of Cookies and Squares

### MT. BAKER SALAD BAR BUILD YOUR OWN | \$30 per person

Chef's Soup of the Day

#### Assorted Artisan Rolls and Flatbreads

##### Leaves

Tuscan greens, baby kale, spinach

##### Dressings

Peppercorn ranch, balsamic vinaigrette, Chef's seasonal choice

##### Condiments

Parmesan cheese, bocconcini, goat cheese, cherry tomatoes, cucumbers, shredded carrots, pickled beets, pickled onions, toasted seeds, assortment of dried fruit, croutons

#### Please Choose One Entrée:

Grilled Honey Mustard and Herb Chicken

Roasted Cajun Lime Sockeye Salmon

Darcy's Housemade Multi-Grain Granola and Nut Bars

### CYPRESS MOUNTAIN | \$28 per person Chef's Soup of the Day

#### Please Choose One:

##### Baby Greens

Balsamic vinaigrette and ranch dressings

##### Traditional Potato Salad

Hard-boiled egg, baby dill, grainy mustard

##### Fresh Vegetable Crudités

Buttermilk herb dip

#### Assortment of Sandwiches, Including:

##### Pastrami on Rye

"Island" mayonnaise, red radish, swiss, shaved white onion and cabbage

##### Herb Crusted Turkey on Brioche Kaiser

Granny apple, smoked gouda, apricot glaze, mayonnaise and lettuce

##### Emperor Ham on Focaccia Panini

Salami, bacon, lettuce, pickle, provolone, tomato and white onion

##### Egg Salad on Multigrain

Shaved pickles, cheddar, dill aioli and alfalfa

##### Tuna Salad on White

Sesame slaw, cucumber, sweet sambal mayonnaise

Chef's Selection of Cookies and Squares

# LUNCH

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## WORKING LUNCH BUFFET

For groups fewer than 15, a \$5 per person additional fee will apply. For groups fewer than 10, please choose two sandwich selections. All working lunch buffets served with freshly brewed Mogiana coffee and an assortment of teas.

### MOUNT SEYMOUR | \$28 per person

Chef's Soup of the Day

Please Choose One:

Baby Greens

With balsamic vinaigrette and ranch dressings

Traditional Potato Salad

Hard-boiled egg, baby dill, grainy mustard

Fresh Vegetable Crudités

With buttermilk herb dip

Thai Beef Wrap

Cilantro slaw, shaved white onion, cucumber, soy lime mayonnaise

Popcorn Shrimp Wrap

Tuscan greens, tomato, cucumber, shaved white onion, zesty buttermilk ranch

Chef's Selection of Cookies and Squares

Assortment of Wraps, Including:

Honey Herb Chicken Kale Caesar Wrap

Fried caper, radish, parmesan, lemon pepper aioli

Slow Cooked Jerk Pork Wrap

Pineapple chutney, crispy yam, lime slaw, pickled pepper aioli

Egg Roll Tomago Wrap

Fresh dill, cucumber, tomato, cow feta, Tuscan greens, mayonnaise



# LUNCH

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## WORKING LUNCH ENHANCEMENTS | Priced per person

Pricing below reflects enhancements added to a buffet, not as a stand-alone option.

**Chef's Soup of the Day | \$5**

**Fresh Vegetable Crudités | \$5**

With buttermilk herb dip

**Fresh Seasonal Fruit and Berry Platter | \$5**

**Baby Greens | \$5**

Balsamic vinaigrette and ranch dressings

**Caesar Salad | \$5**

Shaved radishes, preserved lemons, Parmesan cheese

**Pickled Garnish Platter | \$4**

Gherkins, olives, cocktail onions, hot peppers and marinated mushrooms, green beans and asparagus

**House-Pickled Vegetables | \$5**

Carrot, onion, mushrooms, eggplant, baby beets and fennel

**Smoked Tuna Potato Salad | \$5**

Free-range eggs, gem tomatoes, Niçoise olives, bean sprouts

**Spinach Salad | \$5**

Stilton cheese, poached pears, candied walnuts, fireweed honey dressing

**Pasta Salad | \$5**

Chorizo, green beans, peppers, carrots

**Beet and Arugula | \$5**

Roasted beets, arugula, goat cheese, apple cider vinaigrette, toasted almonds



# LUNCH

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**HOT LUNCH BUFFETS** | For groups fewer than 20, a \$5 per person additional fee will apply.

All hot lunch buffets served with freshly brewed Mogiana coffee and an assortment of teas.

## **DOLCE VITA | \$34 per person**

Focaccia Bread

Tossed Caesar Salad

Shaved radishes, preserved lemons, Parmesan cheese

Tomato, Cucumber and Red Onion Salad

Tossed in olive oil and balsamic vinegar

### **Please Choose Two Entrées:**

Slow-Roasted Chicken Leg

With mustard, herbs and honey

Baked Penne "Lasagna" Style

Chicken Cacciatore with Orzo

Whole Wheat Vegetarian Pasta Primavera

Vegetarian Lasagna

Panna Cotta Jars

Milk Chocolate-Drizzled Cannoli

With vanilla pastry cream

## **CALYPSO | \$34] per person**

Tzatziki and Pita Bread

Roasted Garlic and Lemon Hummus

Baby Greens

With balsamic vinaigrette and ranch dressings

Traditional Greek Salad

### **Please Choose Two Entrées:**

Marinated Garlic Beef

Marinated Lemon Herb Chicken Breast

Housemade Falafel

Lemon, Rosemary and Garlic Butter Roasted White Nugget Potatoes

Roasted Tomato, Zucchini, Bell Peppers, Onions

Baklava

Greek Yogurt Chocolate Cake



# LUNCH

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**HOT LUNCH BUFFETS** | For groups fewer than 20, a \$5 per person additional fee will apply.

All hot lunch buffets served with freshly brewed Mogiana coffee and an assortment of teas.

## **CREOLE | \$34 per person**

Chipotle Cilantro Cornbread

Tomato and Sweet Onion Salad

Fresh mint, green onion, red wine  
mustard vinaigrette

### **Please Choose Two Entrées:**

Braised Chicken, Shrimp and Andouille  
Sausage Jambalaya

Corn-Crusted Rock Fish

Served with "French Quarter" remoulade

Build-Your-Own Slow Cooked Pork  
Po'Boy and Slaw

Roasted Smoked Paprika Sweet Potato

Red Beans and Rice with Cilantro

Banana and Bourbon

Upside-Down Cake

Key Lime Cheesecake Jar

## **SONORA BAJA TACO BUILD YOUR OWN | \$34 per person**

Fresh Fried Corn Chips

Warm Flour Tortillas

Mesclun Greens

Honey lime vinaigrette

### **Please Choose Two Entrées:**

Pulled Chicken

Crispy Fried Ling Cod

Spicy Ground Beef

Red Beans and Rice with Cilantro

Condiments

Fine cabbage, cilantro, tomato, onions,  
limes, pico de gallo, avocado lime  
cream

Chili Chocolate Cheesecake

Fresh Fruit Salad

## **PACIFIC RIM | \$37 per person**

Assorted Artisan Rolls and Flatbreads

Baby Greens

With balsamic vinaigrette and ranch dressings

Shrimp and Crab Pasta Salad

Tarragon caper dressing

Nugget Potato Salad

Grilled vegetables, red onion and shaved  
pancetta with sun-dried tomato and basil dressing

Baked Wild BC Salmon 

Roast fennel, preserved lemon mignonette  
and slow-roasted garlic

Roasted Chicken Breast and Leg

Sweet sherry vinegar jus, roast shallots, steamed  
new potatoes and carrots, bacon, rosemary

Wheat Berries and Barley Risotto

Mushrooms, spinach, cherry tomato,  
thyme, Asiago

Dark Chocolate Mousse Cake

Chef's Choice of Cheesecake

# LUNCH

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## LUNCH TO GO | \$26 per person

Available for pickup 24 hours a day. Not available in meeting rooms.

### ASPEN

#### Choice of One Sandwich:

##### Pastrami on Rye

"Island" mayonnaise, red radish, swiss, shaved white onion and cabbage

##### Herb Crusted Turkey on Brioche Kaiser

Granny apple, smoked gouda, apricot glaze, mayonnaise and lettuce

##### Emperor Ham on Focaccia Panini

Salami, bacon, lettuce, pickle, provolone, tomato and white onion

##### Egg Salad on Multigrain

Shaved pickles, cheddar, dill aioli and alfalfa

Whole Apple

Miss Vicki's Original Potato Chips

Double Chocolate Cookie

Bottled Water



# DINNER

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**DINNER BUFFETS** | For groups fewer than 40, a \$10 per person additional fee will apply.

All hot dinner buffets served with freshly brewed Mogiana coffee and an assortment of teas.

## **STEVESTON | \$50 per person**

Assorted Artisan Rolls and Flatbreads

Baby Greens

With balsamic vinaigrette and ranch dressings

Shrimp and Crab Pasta Salad

With tarragon caper dressing

Israeli Couscous Salad

With dried apricots, peanuts, sultanas and citrus yogurt dressing

Fresh Vegetable Crudités

With buttermilk herb dip

Crispy Chicken Breast

With roasted beets, wilted greens and sweet citrus vinaigrette

Seared Wild BC Salmon 

With crisp polenta, roasted shallots and grainy mustard sauce

Herb-Roasted Nugget Potatoes

Fresh Seasonal Vegetables

Assorted Cakes and Tortes

Quebec Artisan Cheese Platter

St-Raymond, Bluebry blue cheese, Le Cendrillon goat cheese, Le Contonnier, Sir Laurier d'Athabaska and triple-cream brie, toasted pistachios, dried apricots, artisan crackers and baguette



# DINNER

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**DINNER BUFFETS** | For groups fewer than 40, a \$10 per person additional fee will apply.

All hot dinner buffets served with freshly brewed Mogiana coffee and an assortment of teas.

## **BRIGHOUSE** | \$53 per person

Assorted Artisan Rolls and Flatbreads

Baby Greens

With balsamic vinaigrette and ranch dressings

Greek Salad

With feta cheese and black olive vinaigrette

Caprese Salad

Roma tomato, bocconcini and basil with sun-dried tomato, cracked pepper and balsamic vinaigrette

Shrimp and Crab Pasta Salad

Tarragon caper dressing

Fresh Vegetable Crudités

With buttermilk herb dip

### **Please Choose Two Entrées:**

**Mushroom-Crusted Chicken Breast**

Buttered spaetzle, fresh thyme, chicken jus and citrus gastrique

**Roasted Wild BC Salmon**



Roasted potatoes, green beans, confit tomatoes and parsley sauce

**Roasted Fraser Valley Pork Loin**

Stewed beluga lentils, wilted kale, port-soaked plums, crispy crackling pork jus

### **Please Choose One Pasta:**

**Squash Ravioli**

Peanuts, sage, carrot purée and brown butter vinaigrette

**Vegetarian Pasta Primavera**

Buttermilk Mashed Potatoes

Fresh Seasonal Vegetables

Assorted Cakes and Tortes

Chocolate Mousse Cups

**Quebec Artisan Cheese Platter**

St-Raymond, Bluebry blue cheese, Le Cendrillon goat cheese, Le Contonnier, Sir Laurier d'Athabaska and triple-cream brie, toasted pistachios, dried apricots, artisan crackers and baguette



# DINNER

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**DINNER BUFFETS** | For groups fewer than 40, a \$10 per person additional fee will apply.

All hot dinner buffets served with freshly brewed Mogiana coffee and an assortment of teas.

## **LULU ISLAND | \$58 per person**

**Assorted Artisan Rolls and Flatbreads**

**Baby Greens**

With balsamic vinaigrette and ranch dressings

**Spinach Salad**

Goat cheese, poached pears, truffle honey vinaigrette and spiced candied pecans

**Caprese Salad**

Roma tomato, bocconcini and basil with sun-dried tomato, cracked pepper and balsamic vinaigrette

**Israeli Couscous Salad**


Dried apricots, peanuts, sultanas and citrus yogurt dressing

**Nugget Potato Salad**

Grilled vegetables, red onion and shaved pancetta with sun-dried tomato and basil dressing

**Steamed Clams and Mussels**

Thai lemongrass broth, basil and oyster mushrooms

**Pacific Salmon Platter** 

Hot smoked, crisp marinated and Pacific Provider smoked salmon with citrus aioli, caper berries, fried capers, shaved pickled onions and fried bagels

**Fresh Vegetable Crudités**

With buttermilk herb dip

**Chef-Carved New York Strip Loin**

Red wine sauce, horseradish and Dijon mustard

**Mushroom-Crusted Chicken Breast**

Buttered spaetzle, fresh thyme, chicken jus and citrus gastrique

**Baked Halibut** 

Bacon, wild mushrooms and pearl onions

**Herb-Roasted Nugget Potatoes**

**Fresh Seasonal Vegetables**

**Assorted Cakes and Tortes**

**Brioche Bread Pudding**

With chocolate sauce, Jack Daniel's caramel sauce and toasted pecans

**Quebec Artisan Cheese Platter**

St-Raymond, Bluebry blue cheese, Le Cendrillon goat cheese, Le Contonnier, Sir Laurier d'Athabaska and triple-cream brie, toasted pistachios, dried apricots, artisan crackers and baguette

# DINNER

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## **DINNER BUFFET ENHANCEMENTS** | All buffet enhancements must be ordered for a minimum of 50 people.

Pricing reflects enhancements added to a buffet, not as a stand-alone option.

**Pecan-Crusted Pork Loin** | \$10 per person  
Spiced apples and veal stock reduction

**Flash-Grilled Flank Steak** | \$13 per person  
Red wine juniper marinade

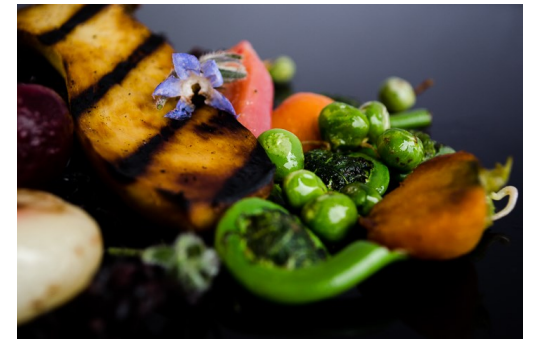
**Roasted Leg of Lamb** | \$14 per person  
Fig, apple and port jus

**Whole Roasted Turkey** | \$10 per person  
Cranberry and pistachio stuffing, turkey gravy and dollar rolls

**Maple and Stone Mustard-Glazed Picnic Ham** | \$11 per person

**Roasted Eye of Round Beef** | \$12.50 per person  
Cabernet demi-glace, horseradish and Dijon mustard

**Roasted Strip Loin of Beef** | \$15 per person  
Red wine sauce, horseradish and Dijon mustard



# DINNER

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**VEGETARIAN OPTIONS** | For those guests who require a vegetarian entrée, or for groups who wish to add or substitute a vegetarian entrée for their buffet, the following selections are available:

## Vegetarian Buffet Entrées

### White Bean Cassoulet | \$7 per person

Cannelli beans, artichokes, roasted cherry tomatoes and fresh herbs, baked in the oven and topped with Grana Padano cheese and finished with truffle oil

### Parmesan Risotto | \$7 per person

Radicchio, sun-dried tomatoes, toasted pine nuts and manchego cheese

### Sweet Potato Gnocchi | \$8 per person

With white wine, caramelized fennel, pine nuts and flat-leaf parsley

## Vegetarian Plated Entrées

### Vegetable Pot Pie | \$19 per person

Individual pot pies filled with fresh peas, carrots, onions, celery and potatoes in a rich cream sauce, served with buttered asparagus

### Seared Gnocchi | \$21 per person

Oven-dried cherry tomato, caramelized shallots, oyster mushrooms, fresh thyme and shaved pecorino

### Wild Mushroom and Goat Cheese Tarts | \$23 per person

Portobello, shiitake, oyster and button mushrooms with goat cheese, rosemary and roasted garlic, wrapped in phyllo pastry, served with organic quinoa, market vegetables and fresh herb oil



# A LA CARTE PLATED SELECTIONS

For groups fewer than 15, a \$6 per person additional fee will apply.

All plated menus served with assorted artisan rolls and flatbreads with soft butter, freshly brewed Mogiana coffee and an assortment of teas.

## STARTERS *(please choose one)*

### Duck Pears | \$15 per person

Duck prosciutto, Duck rilette, roasted pear puree, pear chip, rocket greens, Neufchatel cheese, white balsamic and puffed rice

### Charcuterie and Cheese | \$15 per person

Lower Mainland selection from Two Rivers and cheese from Golden Ears with house jerky, condiments and bread

### Seared Albacore | \$15 per person



Line caught, avocado puree, citrus cilantro cabbage, tonkatsu, tamari aioli and crispy business

## SOUPS *(please choose one)*

### Chef's Soup of the Day | \$9 per person

Our daily creation of new, classic and international soups

### Roasted Cauliflower | \$9 per person

Blue cheese foam and garlic chips

### Baked Potato Chowder | \$9 per person

White cheddar, pancetta crisp and green onion

## SALADS *(please choose one)*

### Tuscan Greens | \$12 per person

Beets, carrots, cucumber, pickled onion and fennel, white balsamic, lemon aioli and spiced sunflower seed

### House Caesar | \$12 per person

Romaine heart, garlic vinaigrette, shaved radishes, preserved lemon and Regianno

### Kale, Kale and Kale | \$12 per person

Dressed kale, crispy kale, kale pistou, candied walnuts, whipped goat cheese, confit red onion and smoked yogurt





# A LA CARTE PLATED SELECTIONS

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For groups fewer than 15, a \$6 per person additional fee will apply.

All plated menus served with assorted artisan rolls and flatbreads with soft butter, freshly brewed Mogiana coffee and assorted teas.

## ENTRÉES *(please choose one)*

### Roasted Chicken | \$30 per person

Shitake crust, ricotta gnocchi, vegetable bouquet and tomato verige

### Wild BC Salmon | \$29 per person

Beet dusted, vegetable bouquet, Yukon potato and horseradish caper aioli

### Butchers' Cut | Guest's Selection and Market Price

Herb and shallot, potato pave and peppercorn red wine sauce

### Cauliflower Steak | \$27

Shitake mushroom, edamame, carrot puree, kale and white balsamic vinaigrette

## DESSERTS *(please choose one)*

### Black Forest | \$10 per person

Pot eu Crème, drunken cherries and white chocolate sable

### Chocolate Pate | \$10 per person

Cracked pistachio, strawberry French macaroon, brandy snap and pistachio gel

### Salted Caramel | \$10 per person

Cheesecake, dark chocolate crust and passion fruit gel

### Éclair | \$10 per person

Lemon curd, pineapple carpaccio and meringue

### Matcha Cake | \$10 per person

Powdered popcorn, raspberry and honey

### Toasted Milk Panacotta | \$10 per person

Mom's chocolate cake, honey croissant crouton and salted caramel

# RECEPTION

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**RECEPTION PACKAGES** | For groups fewer than 25, a \$6 per person additional fee will apply.

## **GASTRO PUB SAMPLER** | \$34 per person

Fresh Vegetable Crudités  
Buttermilk herb dip

Sturgeon Crab Cakes  
Lime aioli, chipotle relish

Calamari Fry  
Potato-fried squid, fresh jalapenos, preserved lemon, yam, red onion, fresh cilantro, cocktail sauce and lime aioli

Grass-Fed Beef Sliders  
With all the groceries

Garlic and Lemon Dry Ribs

Vegetables Spring Rolls

Signature Sweet Heat Chicken Wings

Pub-Style Soft Pretzels  
Honey Dijon dip

Spinach Dip  
Corn tortilla chips

## **ANCHORS AWAY** | \$40 per person

Fresh Vegetable Crudités  
Buttermilk herb dip

Quebec Artisan Cheese Platter  
St-Raymond, Bluebry blue cheese, Le Cendrillon goat cheese, Le Contonnier, Sir Laurier d'Athabaska and triple-cream brie, toasted pistachios, dried apricots, artisan crackers and baguette

Assortment of Hand-Rolled Sushi  
Four pieces per person

West Coast Oysters  
Mignonette, fresh lemon, Tabasco and fresh grated horseradish  
Two pieces per person

Pacific Salmon Platter   
Hot smoked, crisp marinated and Pacific Provider smoked salmon with citrus aioli, caper berries, fried capers, lemon, shaved pickled onions and fried bagels

Satay Station  
Beef satay, chicken satay, mushroom and bell pepper satay, prawn satay, selection of satay dips  
Four pieces per person

# RECEPTION

## INTERNATIONAL RECEPTION PACKAGE | \$47 per person

For groups fewer than 50, a \$6 per person additional fee will apply.

### CANADIAN

#### Fresh Vegetable Crudités

Buttermilk herb dip

#### Saltspring Island Cheese Platter

Basil goat cheese, Claire blue cheese, Island brie and Rathtrevor Gruyère, toasted pistachios, dried apricots, artisan crackers and baguette

#### Chef-Carved Strip Loin of Beef

Cabernet demi-glace, dollar rolls, assorted mustards and horseradish

#### Pacific Salmon Platter



Hot smoked, crisp marinated and Pacific Provider smoked salmon with citrus aioli, caper berries, fried capers, lemon, shaved pickled onions and fried bagels

#### Tarte Surcre

### ASIAN

#### Deluxe Assortment of Sushi

Four pieces per person

#### Trio of Dim Sum

With dipping sauce

Three pieces per person

#### Satay Station

Chicken satay, mushroom and bell pepper satay, prawn satay, selection of satay dips

Three pieces per person

#### Mango Custard



### MEDITERRANEAN

#### Roasted Garlic Hummus and Tzatziki

Whole wheat pita chips

#### Steamed Clams and Mussels

Cherry tomatoes, black olives, leeks and lemons

#### Antipasto of the Gods

Scallops, prawns, Pacific Provider smoked salmon, pickled carrots and onions, Parma ham, grilled green beans, grilled asparagus, marinated artichokes, Gorgonzola, bocconcini, kalamata olives and rosemary flatbread

#### Baklava



# RECEPTION

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**DESSERT** | For groups fewer than 25, a \$5 per person additional fee will apply.

## **DESSERT RECEPTION | \$21 per person**

### **Milk Chocolate Fondue**

Fresh seasonal fruit skewers, mini-shortbread cookies and mini rice krispie squares

### **Housemade Assortment of Truffles**

### **Fruit Consommé Station**

Diced fresh seasonal fruit and berries

### **Ice Cream Sundae Station**

Vanilla and chocolate ice cream, stewed strawberries, Sweet Street brownies, caramel and chocolate sauce, crushed Oreo cookies and sweet 'n salty pecans

### **Warm Crepe Station**

Stewed fruit and berries, whipped cream and maple cream

### **Freshly Brewed Mogiana coffee**

Assorted teas





# RECEPTION

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## GARDEN RECEPTION PACKAGES | Minimum of 75 guests

Gather your friends, family or colleagues and join us for an afternoon or evening in one of our tranquil garden settings. Our garden reception package ties all the details together including the use of the garden area and a dedicated Conference Services Manager to assist you throughout your event from planning through execution, giving you peace of mind that all your details will be taken care of in a professional & caring manner. Pleasing your guests and hosting a successful, memorable event has never been easier at the Pacific Gateway Hotel at Vancouver Airport.

### Fresh Vegetable Crudités

Buttermilk herb dip

### Quebec Artisan Cheese Platter

St-Raymond, Bluebry blue cheese, Le Cendrillon goat cheese, Le Contonnier, Sir Laurier d'Athabaska and triple-cream brie, toasted pistachios, dried apricots, artisan crackers and baguette

### Assortment of Hand-Rolled Sushi

Four pieces per person

### Pacific Salmon Platter

Hot smoked, crisp marinated and Pacific Provider smoked salmon with citrus aioli, caper berries, fried capers, lemon, shaved pickled onions and fried bagels

### Satay Station

Beef satay, chicken satay, mushroom and bell pepper satay, prawn satay, selection of satay dips

Four pieces per person

### Flight of Tarts

Fresh Seasonal Fruit and Berry Platter

### The Backyard

\$68 per person



### The Courtyard

\$60 per person



Add some ambiance to your reception with Bellagio Heaters—\$50.00 each

# RECEPTION

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## GARDEN BBQ PACKAGES | Minimum of 50 guests

### LUNCH

Baby Greens

With balsamic vinaigrette and ranch dressings

BLT Macaroni Salad

Grass-Fed Burgers

Smokies and Sauerkraut

With all the groceries

Miss Vickie's Potato Chips

Chef's Selection of Cookies and Squares

Lemonade and Iced Tea

### BBQ ENHANCEMENTS

All enhancements must be ordered for a minimum of 50 people. Pricing reflects enhancements added to a buffet, not as a stand-alone option.

Corn on the Cob with Butter (seasonal) | \$2 per person

10 Inch Vegetable Brochettes | \$ 3.25 per person

3 oz. Flat Iron Steaks with Citrus Horseradish Butter | \$8.00 per person

### ACTION STATION

Based on one Chef per 100 people with a minimum charge of 4 hours of labour at \$150 per Chef; Includes one BBQ

The Backyard

\$52 per person

The Courtyard

\$45 per person



# RECEPTION

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## GARDEN BBQ PACKAGES | Minimum of 50 guests

### DINNER

#### Baby Greens

With balsamic vinaigrette and ranch dressings

#### Tossed Caesar Salad

Shaved radishes, preserved lemons, Parmesan cheese

#### Potato Salad

With fried pork belly, pickled vegetables and iceberg lettuce

#### Fresh Vegetable Crudites

With hummus

#### Carved Flank Steak

With chimichurri

#### Sticky Braised and BBQ Pork Ribs

#### Wild Pacific Salmon

With citrus horseradish butter

#### Baked Potatoes

Grilled Seasonal Vegetables

#### Assorted Cakes and Tortes

Fresh Seasonal Fruit and Berry Platter

Freshly brewed Mogiana coffee, assorted teas

### The Backyard

\$72 per person

### The Courtyard

\$65 per person

### BBQ ENHANCEMENTS

All enhancements must be ordered for a minimum of 50 people. Pricing reflects enhancements added to a buffet, not as a stand-alone option.

Corn on the Cob with Butter (seasonal) | \$2 per person

Prawn Skewers (1 per person) | \$6.50 per person

6 oz. Striploin Steaks with Red Wine and Bernaise Sauce  
| \$14 per person

### ACTION STATION

Based on one Chef per 100 people with a minimum charge of 4 hours of labour at \$150 per Chef; Includes one BBQ



# RECEPTION

**RECEPTION SPECIALITIES** | All prices on a per-person basis unless indicated.

Corn Tortilla Chips and Salsa | \$5

Roasted Garlic Hummus and Tzatziki | \$6

Whole wheat pita chips

Fresh Seasonal Fruit and Berry Platter | \$5

Grilled Flatbread | \$5.25

With olive oil and balsamic vinegar

Fresh Vegetable Crudités | \$6

With buttermilk dip

Smoked and Cured Deli Meats | \$8.50

Dollar rolls, assorted mustards and horseradish, garnished with baby dills, olives and cocktail onions

Quebec Artisan Cheese Platter | \$10

St-Raymond, Bluebry blue cheese, Le Cendrillon goat cheese, Le Contonnier, Sir Laurier d'Athabaska and triple-cream brie, toasted pistachios, dried apricots, artisan crackers and baguette

Antipasto of the Gods | \$13

Scallops, prawns, Pacific Provider smoked salmon, pickled carrots and onions, Parma ham, grilled green beans and asparagus, marinated artichokes, Gorgonzola, bocconcini, kalamata olives and rosemary flatbread

Deluxe Assortment of Sushi | \$14

Four pieces per person (\$150 minimum order)

Pacific Salmon Platter | \$15 

Hot smoked, crisp marinated and Pacific Provider smoked salmon with citrus aioli, caper berries, fried capers, lemon, shaved pickled onions and fried bagels

Roasted Eye of Round Beef | \$12.50

Chef-Carved, Assorted dinner rolls, Cabernet demi-glace, horseradish and Dijon mustard

Chilled Tiger Prawn Platter | \$350 per platter

Traditional cocktail sauce and lemon wedges (100 pieces)

Warm Soft Pretzels | \$5 each

With honey Dijon dip

Assorted Tea Sandwiches | \$10.50

Based on four pieces per person, minimum of 10 persons

Peppered Ham, Emmenthal Cheese and Lettuce

With pickled red onion aioli on ciabatta

Roast Chicken, Butter Lettuce and Tomato

With avocado aioli on brioche

Roasted Beef, Sautéed Peppers, Mushrooms and Onions

With cheddar cheese on marble rye

Egg Salad

With spring onions, celery, bell pepper chutney and baby watercress on multi-grain

Focaccia Pan Pizza | \$29 each

**Classic**

With pepperoni, fresh tomato, shaved red onion, spicy tomato sauce, Edam and mozzarella cheese

**Four Cheese**

With Parmesan, bocconcini, mozzarella, cheddar and tomato sauce

**Tuscany**

With mushrooms, bacon, roasted garlic, pesto and Edam cheese

**Western**

With BBQ chicken, bacon, shaved red onion, spicy tomato sauce, Edam and mozzarella cheese

**Pacific**

With smoked salmon, capers, Edam and mozzarella cheese, drizzled with pesto

# RECEPTION

**CANAPÉS AND HORS D'OEUVRES | Pricing is based on a minimum order of three dozen.**

**Canapés may be served stationary, or butler passed—a \$100 additional fee will apply.**

## **CANAPÉS | Priced per dozen**

Seared Beef Carpaccio | \$33  
Grainy mustard and lemon caper sauce

Roasted Nugget Potato Pancetta | \$31  
Preserved lemon and chive crème fraîche

Seared Sea Scallops | \$35  
Peppered watercress salad

Cajun Chicken Salad | \$33  
On crisp corn tortilla, cilantro purée

Fresh Shucked Oysters | \$35  
Horseradish and red wine mignonette

Dungeness Crab | \$37  
Citrus aioli and chives

Smoked Duck Breast | \$35  
Black pepper and cherries

Marinated Flank Steak | \$35  
Tomato confit and smoked sea salt

## **HORS D'OEUVRES | Priced per dozen**

Signature Sweet Heat  
Chicken Wings | \$21

Gyoza | \$31  
With tamari drizzle sauce

Chicken Yakitori | \$35

Shrimp Dumplings | \$35  
With dipping sauce

Garlic and Lemon Dry Ribs | \$33

Duck Confit, Sweet Onion, Apple and  
Thyme Relish on a Brioche Crostini | \$34

Chicken Wellington | \$36

Crisp Pork Belly, Free-Range Egg,  
Carrots, Pork Jus | \$35

Sturgeon Crab Cakes | \$37  
Lime aioli, chipotle relish

Coconut Prawns | \$40  
Green Curry dip

Assorted Sliders | \$44  
Choose between beef, chicken and salmon,  
with all the groceries

## **VEGETARIAN CANAPÉS | Priced per dozen**

Triple-Cream Brie | \$31  
Cranberries

Poached Pears | \$31  
Stilton cheese and candied pecans

Grilled Vegetable Goat Cheese | \$32

## **VEGETARIAN HORS D'OEUVRES | Priced per dozen**

Assorted Vegetarian  
Mini-Quiches | \$32

Spanakopita | \$33

Vegetable Spring Rolls | \$33

Portobello in Phyllo | \$33



# WINE

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## WHITE WINE | by the bottle

BC House White | \$34  
Pinot Gris, Calona Vineyards, Canada

Sauvignon Blanc | \$35  
Peller Estates, Canada

Chardonnay | \$38  
Gehring Brothers

Riesling | \$45  
Tantalus

Gewurtztraminer | \$46  
Quail's Gate

## RED WINE | by the bottle

BC House Red | \$34  
Cabernet Merlot, Peller Estates, Canada

Malbec | \$38  
Finca Los Primos, Argentina

Pinot Noir | \$38  
Mt. Boucherie

Merlot | \$46  
Quail's Gate

Syrah | \$46  
Moon Curser

## SPARKLING WINE | by the bottle

Cordonfu | \$45  
Classico Brut, Spain

Henkell | \$48  
Troocken, Germany

Moët & Chandon | \$195  
Brut Impérial, France

Moët & Chandon | \$375  
Don Pérignon, France

# BAR LIST

	HOST BAR	CASH BAR	
House Brand Liquor	\$7	\$8	per ounce
Polar Ice, Wisers, Beefeater, Bacardi, Lemon Hart, Ballantines			
Deluxe Brand Liquor	\$8	\$9	per ounce
Kettle One, Crown Royal, Tanqueray, Appleton's, Glenlivet			
Domestic Beer	\$7.25	\$8.25	per bottle
Kokanee, Coors Light			
Import Beer	\$8	\$9	per bottle
Stella, Corona			
Craft Beer	\$7.25	\$8.25	per can
Blue Buck Ale, Red Truck Lager, Fuggles Destiny IPA, Gypsy Tears Ruby Ale			
Premium Craft Beer	\$8	\$9	per can
Parkside Pilsner, Whistler Honey Lager			
Ciders and Coolers	\$8	\$9	per bottle
Mike's Hard Lemonade & Cranberry, Smirnoff Ice, Grower's Assorted Cider			
House Wine	\$8	\$9	per glass (5oz)
Calona Vineyards Pinot Gris, Peller Estates Cabernet Merlot			
Liqueurs	\$9	\$10	per ounce
Baileys, Kahlua			
Grand Marnier	\$9.50	\$10.50	per ounce
Cognac VSOP	\$11	\$12	per ounce
Non-Alcoholic Beer, Soft Drinks, Spring Water, Sparkling Water, Juices	\$4	\$4	each

## SPECIALITY BEVERAGES

Sparkling Apple Juice   \$19	750 mL bottle
Non-Alcoholic Fruit Punch   \$90*	per bowl (12L)
Alcoholic Punch   \$125*	per bowl (12L)
Sparkling Wine Punch   \$130*	per bowl (12L)

\*Each bowl serves approximately 30 people.

A complimentary bartender is provided for both cash and host bars. If consumption is below \$400 net revenue per bar, the following labour charges will apply:

- \$25 per hour per bartender for a minimum of four hours
- \$35 per hour on statutory holidays for a minimum of four hours
- Cashier labour charge with bars will be the same as the above bartender charges

Please note: Host bar prices do not include applicable taxes and gratuities. Cash bar prices include applicable taxes.

# TERMS & CONDITIONS

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## FOOD AND BEVERAGE

Pacific Gateway Hotel will be the sole supplier of all food and beverage items. Any special items (e.g., food samples, wedding cakes) must be approved by the Director of Conference Services at least two weeks prior to the event, and may be subject to labour charges. The customer is to indemnify and hold harmless Pacific Gateway Hotel, their employees and agents against any damages and all suits caused by own, or by independent contractors on their behalf, including supplier materials and food or beverage for use or consumption by guests. Due to health and safety regulations, no leftover food or beverages may be taken from the premises.

## MENU SELECTION

To ensure that every detail is handled in a professional and timely manner, we request that all menu selections and meeting details be finalized four weeks prior to the event date. Should this deadline not be observed, we cannot guarantee menu contents and other necessary arrangements. Upon receiving your catering order, you will receive a copy of our Banquet Event Orders (BEO) on which you may make any necessary additions or revisions, and return it to us with your confirming signature.

## OCEAN WISE PROGRAM

Pacific Gateway Hotel is a proud supporter of the Ocean Wise program, a conservation initiative of the Vancouver Aquarium. When you see the Ocean Wise next to one of our menu items, it is an assurance that the item is a good choice for keeping ocean life healthy and abundant for generations to come.

Ocean Wise choices are species that are:



- Abundant and resilient to fishing pressures
- Managed as part of a comprehensive plan based on current research
- Harvested in ways that limit accidental by-catch of other, possibly endangered species
- Harvested in ways that limit damage to ocean habitats

## DIETARY CONSTRAINTS AND FOOD ALLERGIES

Pacific Gateway Hotel is proud to have a well-established food allergy and restriction policy. We are pleased to offer alternative meals for those guests with special dietary constraints. Special requests must be made three business days prior to your event.

In the event that any of the guests in your group have food allergies, you shall inform us of the names of such persons and the nature of their allergies, in order that we may take the necessary precautions when preparing their food. We undertake to provide on request, full information on the ingredients of any items served to your group. This service is provided up to a maximum of 5% of your guaranteed numbers, after which a per-person surcharge will apply. Any special meals that are not consumed will be subject to an additional surcharge (50% of the meal price). If special meals are requested on the day of the event, this must be approved by the convenor or on-site contact, as you will be responsible for the total cost of an additional meal.

Should you not provide the names of the guests and the nature of their food allergies, you shall indemnify and hold us forever harmless from, and against, any and all liability or claim of liability for any personal injury that does not occur as a direct result of our negligence or the negligence of any of our representatives. In the event of such negligence by us, or any of our representatives, we shall be responsible for all expenses reasonably incurred in the defense of such liability or claim of liability.

## GUARANTEES

Pacific Gateway Hotel requires the exact number of guests a minimum of three business days prior to each function. Upon request, and space permitting, the hotel will set and prepare for 5% above the guaranteed number, to a maximum of 20 meals. In the event that the hotel has not received a guarantee, the number charged will be based on the original contracted number, or the actual number of guests served, whichever is greater.

# TERMS & CONDITIONS

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## MENU PRICING AND TAXES

All food and beverage prices are subject to change without notice; however, the hotel will guarantee prices 90 days prior to the date of the function. Please note that all hot buffet-style menus are offered with minimum order requirements (as stated) and are offered for a maximum of two continuous hours. The hotel will assess a taxable service charge for each additional half hour.

0-3 years old**	Kids' Menu	Complimentary
	Adult Menu	Complimentary
4-6 years old	Kids' Menu	50% off posted price
	Adult Plated Menu	Kids' portion with 50% off
	Buffet	50% off cost of menu chosen
7-12 years old	Kids' Menu	Posted price
	Adult Plated Menu	Kids' portion with 25% off
	Buffet	25% off cost of menu chosen
13+ years old	Considered adults at full price	

\*\*In a case where the event is primarily children between the ages of 0-3 years old, the price will be discussed with the Executive Chef and Director of Conference Services prior to confirming with the client.

An 18% service charge is added to all food and beverage charges. Applicable goods and services tax (5% on all charges) will be added to the banquet bill.

## BEVERAGES

The sale and service of alcoholic beverages is regulated by the BCLCLB and federal and municipal regulations. As a licensee, Pacific Gateway Hotel is responsible for the administration of these regulations. Therefore, it is a policy that liquor cannot be brought into any function room from outside sources, which includes all donated liquor.

Hotel policy permits the service of alcoholic beverages from 11:00 a.m. to 1:00 a.m. (Monday-Saturday) and 11:00 a.m. to 12:00 a.m. (on Sundays). All entertainment should cease at this time in order to vacate the function room within one hour.

## SOCAN AND RE:SOUND TARIFF FEES

As governed by the Copyright Act, Tariff No. 8 and Tariff No. 5, all events with live or recorded music shall be charged the applicable SOCAN and Re:Sound Music Federal License Fee.

	SOCAN with dancing	SOCAN without dancing
1-100 people	\$41.13	\$20.56
101-300 people	\$59.17	\$29.56
301-500 people	\$123.38	\$61.69
Over 500 people	\$174.79	\$87.40
	Re:Sound with dancing	Re:Sound without dancing
1-100 people	\$18.51	\$9.25
101-300 people	\$26.63	\$13.30
301-500 people	\$55.52	\$27.76
Over 500 people	\$78.66	\$78.66

## AUDIOVISUAL

Full audiovisual service may be arranged through our preferred supplier, Freeman AV Canada. Please contact your Conference Services Manager for pricing information. A 17% service charge is added to all audio visual charges. Applicable goods and services tax (5% on all charges) will be added to the banquet bill.

Should you decide not to use the above-noted contractors and use an external provider (excluding your own personal equipment), a \$250 utility fee per day, per room will be applied to the master account.

## POWER SUPPLIES

Standard 110 V/15 A power outlets are available in all our banquet rooms. Additional power requirements can be supplied upon request through our Conference Services Department and are subject to additional charges. We recommend that you check with the hotel before installing electrical equipment such as photocopiers, computers, etc., to ensure adequate power is available.

# TERMS & CONDITIONS

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## MEETING ROOM SET-UP CHANGES

All function rooms are assigned by the hotel according to the final guaranteed number the facilitator anticipates. The hotel reserves the right to assign another room for a function in the event the room originally designated for such function becomes unavailable or inappropriate. Should the final number of guests exceed the maximum capacity of a room or not meet the minimum requirements for a room, the hotel may also choose to move the group. An increased rental charge will apply if a larger room is required.

Function space is booked only for the time indicated on the contract. Set-up and dismantle times, if required, are not included and should be specified at the time of booking. A minimum labour charge of \$150 will apply for meeting room set-up changes within 48 hours of the function.

## EXHIBIT AND DISPLAY INFORMATION

Pacific Gateway Hotel assumes no responsibility or liability for any equipment or personal items brought onto the property. All display and personal items must be removed daily at the end of the function, unless the room is booked on a 24-hour basis. Please check the function time listed on your contract.

Deliveries and pickups must be made at the loading dock of the hotel no earlier than three days before the scheduled event at 3500 Cessna Drive, Richmond, BC V7B 1C7, between the hours of 8:00 a.m. and 4:00 p.m. (Monday-Friday).

All incoming goods are to be properly labeled, indicating the name of the group, the contract, hotel contact and the date of the event. All outgoing goods are to have the proper documents completed before departing the hotel, including all waybill information, guest courier information sheet and commercial invoice (if required). Should you require assistance with your boxes, packages or freight, we can arrange for assistance at \$20 per hour, per staff member (one hour minimum). If you require storage of your goods, a storage fee may apply and will be based on size of storage required.

All exhibitors must comply with all fire, safety and health regulations in effect in the City of Richmond. All entrances and exits in function rooms must be kept clear of displays, etc. If you are inviting the public to come and view with the intent to purchase your goods, a business license must be obtained from the City of Richmond and be displayed in the room.



Please ask the hotel Sales Manager or Conference Services Manager for an application, or for further information you may call the Business License Department at 604-276-4328.

All equipment, cars, etc. must have a plastic drop sheet covering the floor to prevent damage to carpets, etc. The exhibitor is responsible for providing these items. Under no circumstances is any heavy equipment to be driven on any carpeted area of the hotel. Temporary flooring covers must be installed. Please arrange this with the Conference Services Department.

In order to keep the hotel looking its very best for your group and others, we do not permit anything to be nailed, posted or otherwise attached to our walls. Only pre-authorized signage, promotional material, etc., will be allowed in any public areas.

Tables, tablecloths, skirting, chairs, additional electrical requirements, security guards, etc., are available through the Conference Services Department. Please finalize these requirements no later than thirty days prior to the function. Charges for these services are dependent on actual requirements. Payment may be required in advance.

The exhibitor/organizer is responsible for damages done to any party of the hotel premises or equipment, by any person invited by you or on your behalf to the hotel, or any damages to the hotel premises or equipment by the exhibitor/organizer.