

BON APPÉTIT

2018/2019 TRU CONFERENCE CENTRE CATERING MENU





CATERED DELIGHTS

Whatever your needs, we've got you covered!

Our expert coordinators and talented catering team offer a diverse skill set and experiences to best assist you in designing the perfect culinary experience for your theme and budget.

We strive to offer an excellent variety of healthy, fresh, seasonal and locally sourced creative food options. You are welcome to challenge us with your unique ideas or let us push our creative boundaries to develop customized options to fit perfectly with your event.

Ask us about our substitute menu options for dietary concerns; we are happy to accommodate religious, social, and allergy restrictions. Common substitutes are gluten free, dairy free, vegetarian, vegan and halal approved. Substitutes can be made for breakfast, breaks, snacks, lunch and dinner.

Dietary Guide: Vegan (V), Vegetarian (VG), Dairy Free (DF), Gluten Free (GF)

(A \$1.50 per person, per meal charge will be applied for all dietary substitutions. Please notify your coordinator of any dietary restrictions)



**THOMPSON
RIVERS
UNIVERSITY**

Conferences, Weddings
and Events

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BREAKFAST BUFFETS

Priced per guest with a 10 person minimum.

EARLY BIRD \$7.99

Muffins, tea scones, mini danishes and mini raspberry cream cheese strudels served with coffee and tea.

YOGURT PARFAIT \$11.99

Strawberry and greek yogurt with granola, honey, mixed berries, raisins, dried cranberries, almonds and chopped walnuts. Served with fresh bananas, mini muffins, fruit juices, coffee and tea.

HEALTHY CHOICE \$12.99

Your choice of one of our baked loaves served with individual yogurt cups, fresh fruit salad, a selection of cheeses, coffee and tea.

DELUXE CONTINENTAL \$14.99

Cereals and milk, toast station with butter and preserves, muffins, mini danishes, fresh fruit salad, yogurt cups, fruit juices, coffee and tea.

THE EUROPEAN \$16.99

Bagels, croissants, rolls and crackers, served with smoked salmon, prosciutto, salami, a selection of cheeses, capers, red onion, preserves, butter, cream cheese, fresh fruit salad, fruit juices, coffee and tea.

BREAKFAST SCRAMBLE \$17.29

BC egg scramble with cheese, mushrooms, onions and peppers, served with bacon or sausage, fresh fruit salad, fruit juices, coffee and tea.

MEXICAN BREAKFAST TACO \$17.29

Build your own breakfast taco with mini 6" flour tortilla shells, BC scrambled eggs, salsa, sour cream, shredded cheese, green onions, bacon bits and sausage crumble, served with fresh fruit salad, fruit juices, coffee and tea.

EARLY RISER \$19.29

Muffins, tea scones, mini danishes, BC scrambled eggs, bacon or sausage, home fried potatoes, fresh fruit salad, fruit juices, coffee and tea.

THE BELGIAN \$19.99

Belgian waffles with whipped cream and berries, warm croissants with preserves, strawberry yogurt and granola, smoked bratwurst, mini fried potato pancakes, fruit juices, coffee and tea.

THE SUNRISE \$21.99

Muffins, tea scones, mini danishes, BC scrambled eggs, bacon or sausage, pancakes or french toast, fresh fruit salad, home fried potatoes, fruit juices, coffee and tea.

BAKERY BLISS

Priced 10 per basket

ASSORTED PASTRIES \$28.99

Muffins, tea scones, mini danishes, mini raspberry cream cheese strudels.

MUFFINS \$28.99

Assorted selection. Served with butter and preserves.

JUMBO DANISHES \$38.99

Chocolate and cherry greek yogurt.

TEA SCONES \$28.99

Served with butter and preserves.

CROISSANTS \$35.99

MINI DANISHES \$19.99

Assorted selection.

MINI STRUDELS \$19.99

Assorted selection.

MINI MUFFINS \$22.99

Assorted selection.

DELECTABLE LOAVES \$32.99

Banana bread, fruit & fibre, blueberry, carrot, chocolate chunk or lemon cranberry.

BLUEBERRY MUFFINS \$36.99 (GF, DF)

VEGAN BANANA BREAD \$36.99 (V)

FRIED BANNOCK \$39.90

Served with honey butter and preserves.

A LA CARTE

Priced per guest with a 10 person minimum.

FRUIT & YOGURT PARFAITS \$4.99

YOGURT CUPS \$2.09 (GF)

FRESH FRUIT SALAD \$4.99 (V, GF)

WHOLE FRUIT \$1.49 (V)

SANDWICH & WRAP BUFFETS

Priced per guest with a 10 person minimum.

SANDWICHES & WRAPS \$18.49

Choice of three sandwich or wrap selections. Includes canned beverages or coffee and tea, cookies or dessert squares, kettle chips with ranch dip and choice of soup or salad.

SANDWICH & WRAP SELECTIONS

Served on an assortment of breads, rolls and wraps.

- New market tuna salad
- Smoked turkey, cream cheese, greens, tomato and roasted bell peppers
- Roasted eggplant and bell pepper with hummus, greens and havarti (VG)
- Egg salad with dill and green onions (VG)
- Ham and swiss with whole grain mustard, lettuce, tomato and cucumber
- Cranberry turkey with greens, tomato, havarti and onion
- Cold cut trio with ham, turkey, beef, lettuce, tomato, onion, cheddar cheese and mustard
- Roast beef with chipotle mayo, romaine, tomato, onion and jack cheese
- Chicken salad with mayo, celery, chopped onion and lettuce
- Cucumber, dill cream cheese, tomato, havarti and baby kale (VG)

WRAP ONLY SELECTIONS

- Grilled chicken caesar wrap
- Greek wrap with spinach, tomato, cucumber, onion, feta and tzatziki (VG)
- Philly beef wrap with horseradish aioli, swiss cheese, caramelized onion and bell pepper
- Taco chicken wrap with salsa, shredded lettuce, onion, tomato and a grated triple cheese blend
- BBQ ranch chicken and bacon wrap with tomato, onion, romaine and a grated triple cheese blend
- Cajun chicken wrap with jack cheese, greens, roasted mushrooms and tomato
- Balsamic marinated vegetable wrap with havarti cheese and spinach (VG)

BUILD YOUR OWN \$18.49

Build your own consists of kaiser buns, assorted deli meat (ham, turkey and roast beef), sliced cheese (cheddar, swiss and havarti), vegetable toppings (tomato, cucumber, red onion and lettuce) with condiments (mayo, mustard and hummus).

Includes canned beverages or coffee and tea, cookies or dessert squares, kettle chips with ranch dip and choice of salad or soup.

PREMIUM BUILD YOUR OWN \$24.99

The premium build your own consists of a selection of breads (focaccia, croissants, sourdough and eight-grain), assorted deli meat (ham, turkey, roast beef and genoa salami), egg salad, tuna salad, sliced cheese (cheddar, swiss, havarti, bocconcini and brie), assorted lettuce (greens, baby kale and shredded lettuce), vegetable toppings (tomato, cucumber, red onion, sliced bell peppers, roasted mushrooms and kalamata olives) with condiments (mayo, mustard, hummus and horseradish).

Includes canned beverages or coffee and tea, cookies or dessert squares, kettle chips with ranch dip and choice of salad or soup.

SALAD SELECTIONS

- Classic caesar salad
- Green chop salad with seasonal vegetables and assorted dressings (V, GF)
- Tomato, cucumber and bocconcini salad (VG, GF)
- Balsamic marinated vegetable salad (V, GF)
- Citrus quinoa, spinach and corn salad (V, GF)
- Roasted beet salad with mandarin oranges and almonds (V, GF)
- Cranberry coleslaw with chopped pecans and spring onion (VG)
- Mexican bowtie pasta salad with salsa, corn, black beans and shredded cheese (VG)

SOUP SELECTIONS

- Potato, bacon and corn chowder
- Chicken and rice
- Roast beef and vegetable
- Coconut and cumin pumpkin soup (V, GF)
- Italian lentil soup with sautéed vegetables and spinach (V, GF)
- Tomato, black bean and roasted vegetable (V, GF)
- Garden vegetable (V, GF)
- Vegetarian chili (VG)
- Ground beef and macaroni



MEALS TO GO

Priced per guest with a 10 person minimum.

BOXED MEALS \$7.99

Start your boxed meals with three flavours from our sandwich and wrap selections. Served in a biodegradable box.

Make your selections from one of the lists below.

ADD 3 OF THE FOLLOWING FOR \$5.00:

- Whole fruit
- Cookie
- Carrots and ranch dip
- Juice box
- Nutri-Grain® Bar
- Lay's® Potato Chips
- Brownie bites
- Yogurt cup

ADD 3 OF THE FOLLOWING FOR \$8.00:

- 9oz fresh fruit cup
- 9oz salad cup with balsamic
- SoLo® Energy Bar
- Nutri-Grain® Bar
- Lay's® Potato Chips
- Brownie bites
- Yogurt cups
- Can of juice or pop
- Bottled water
- Juice box
- Whole fruit
- Cookie
- Carrots and ranch dip



HOT LUNCH BUFFETS

Priced per guest with a 10 person minimum. Includes lemonade or iced tea and your choice of cookies or dessert squares.

THE MEDITERRANEAN \$20.49

Chicken souvlaki, greek salad, lemon and oregano steamed carrots, lemon rice, pita bread and tzatziki.

STIR FRY \$20.49

Sweet chili chicken or honey garlic beef served with vegetable stir fry, rice pilaf, oriental sesame coleslaw and vegetarian spring rolls with dipping sauces.

BUTTER CHICKEN \$19.99

Butter chicken, steamed peas and carrots, basmati rice, mini vegetable samosas with pineapple curry sauce and naan bread.

CHICKEN LUNCH BUFFET \$20.49

Choice of coconut crusted chicken with lime pineapple salsa or oregano chicken simmered in a light vegetable marinara sauce, served with lemon chickpea vegetable salad, roasted beets, roasted potatoes and rolls with butter.

LASAGNA \$18.49

Choice of beef lasagna or vegetarian béchamel lasagna served with caesar salad, balsamic marinated vegetable salad and garlic bread.

TACO BAR \$19.49

Taco chicken or ground beef served with a mix of hard and soft taco shells, salsa, sour cream, diced tomato, shredded lettuce, grated cheese, tater tots and a citrus quinoa, spinach and corn salad.

CHICKEN SHAWARMA WRAP \$19.99

Build your wrap with shawarma chicken, tahini sauce, hummus, garlic and herb mayo, hot sauce, shredded lettuce, cucumber, tomato, red onion, banana peppers, diced pickle and 12" flour tortilla shells. Served with couscous and lemon chickpea vegetable salad.

THAI CHICKEN RICE BOWL \$19.99

Thai coconut curry chicken stir fry with sliced onion, bell peppers, carrot and celery, served with lime cilantro rice pilaf, cucumber tomato salad and flat bread.

BANNOCK TACO \$19.99

Fried bannock, green salad topped with fruits and nuts, beef chili, diced onion, shredded lettuce, salsa, sour cream and grated cheese.

DINNER BUFFETS

Our Executive Chef has created two wonderful buffets and a build your own with a variety of dietary options built-in.

THE WOLFPACK BUFFET \$26.99

Priced per guest with a 30 person minimum.

Dinner rolls and whipped butter

SALADS

- Balsamic marinated vegetable salad (V, GF)
- Green salad with seasonal vegetables and assorted dressings (V, GF)

ENHANCEMENTS

- Steamed lemon and dill carrots (V, GF)

STARCH

- Roasted potatoes (V, GF)

MAIN

- Chicken breast (one per guest) with a grilled mediterranean vegetable tomato marinara (GF, DF)

DESSERTS

- Assorted dessert squares
- Coffee and tea

THE INDIGENOUS BUFFET \$35.99

Priced per guest with a 30 person minimum.

Fried bannock with honey butter and preserves

SALADS

- Greens with poached sweet pears, raisins and roasted pecans (V, GF)
- Blueberry and cranberry coleslaw with chopped spinach and carrots
- Marinated vegetable salad (V, GF)

ENHANCEMENTS

- Penne pasta with rose sauce, roasted grape tomato, wild mushrooms and shallots (VG)
- Roasted beets, carrots and onions (V, GF)

STARCH

Choice of one

- Roasted baby creamer potatoes (V, GF)
- Wild rice pilaf (V, GF)

Add a second starch for \$4.50 per guest

MAIN

Choice of one

- Baked wild pacific salmon with a wild BC blueberry and cranberry jus
- Slow roasted bison with an apple and peach chutney jus served with dijon mustard and horseradish
(Please note that bison is a specialty item that must be ordered four weeks in advance with an estimated guest count)

Add a second main for \$7.00 per guest

DESSERTS

- Fruit crumble squares, lemon bars and berry cakes
- Coffee and tea

DESIGN YOUR DINNER

Priced per guest with a 30 person minimum.

\$32.99

Dinner rolls and whipped butter

SALADS

Choice of three

- Classic caesar salad
- Green salad with seasonal vegetables and assorted dressings (V, GF)
- Tomato, cucumber and bocconcini salad (VG, GF)
- Roasted beet salad with mandarin oranges and almonds (V, GF)
- Citrus quinoa, spinach and corn salad (V, GF)
- Mexican bow-tie pasta salad with salsa, corn, black beans and shredded cheese (VG)
- Cranberry coleslaw with chopped pecans and spring onion (VG)
- Balsamic marinated vegetable salad (V, GF)
- Dill roasted potato salad (VG)
- Baby spinach salad with sliced egg, fresh tomato and red onion (VG, GF)
- Greek salad (VG)
- Lemon chickpea vegetable salad (V, GF)
- Cheese tortellini and vegetable salad with sun-dried tomato vinaigrette (VG)

Add a fourth salad for \$4.50 per guest

STARCH

Choice of one

- Roasted potatoes (V, GF)
- Rosemary whipped potatoes with garlic butter (VG, GF)
- Rice pilaf (V, GF)
- Curry masala basmati rice (V, GF)
- Wild rice pilaf (V, GF)

Add a second starch for \$4.50 per guest

VEGETABLES

Choice of one

- Roasted root vegetable (V)
- Steamed vegetable medley (V)

PASTA

Choice of one

- Butternut squash penne with baby kale and sun-dried tomato (VG)
- Ratatouille vegetable rotini marinara (VG)
- Vegetarian béchamel lasagna (VG)
- Spinach pesto bow-tie with fire grilled tomato and pearl onion rose (VG)
- Spicy penne arrabiata with asparagus, crushed chilies and black olives in a rustic tomato sauce (VG)
- Quattro fromaggio ravioli with a roasted red pepper cream sauce (VG)
- Cheese filled tortellini with a roasted vegetable and oregano tomato jus (VG)

Add a second starch for \$4.50 per guest

MAIN

Choice of one

- Roasted dijon ham with a sweet apple jus and mustard (GF, DF)
- Chicken breast (one per guest) with your choice of roasted apple and peach jus or spinach and tomato pesto cream sauce or grilled mediterranean vegetable tomato marinara (GF)
- Greek roasted bone in chicken (two per guest) with a red wine tomato jus (GF, DF)

Add a second main for \$5.00 per guest

PREMIUM MAIN

- Carved baron of beef with rosemary red wine demi-glaze (GF, DF)
- Lemon and herb baked wild BC salmon with your choice of creamy mushroom dill sauce or sicilian roasted artichoke and black olive tomato jus (GF)

Premium main substitute for main add \$2.00 per guest

Premium main add as a second main for \$7.00 per guest

DESSERTS

- Banquet cakes, cheesecakes and chocolate cream puffs
- Coffee and tea

HORS D'OEUVRES

Priced per dozen. Orders must be for a minimum of 3 dozen per hors d'oeuvres.

COLD

- Artichoke parmesan crostini with olive tapenade and roasted bell pepper (V) \$22.99
- Roasted vegetable tomato chutney in grilled zucchini boats (V, GF) \$23.99
- Tomato, onion, basil and olive oil bruschetta in a mini cucumber bowl (V, GF) \$23.99
- Cranberry goat cheese crostini with prosciutto spinach rolls and balsamic glaze \$24.99
- Smoked salmon with dill cream cheese on a cucumber round \$29.99
- Mini bocconcini salad skewers drizzled with balsamic dressing (VG, GF) \$24.99
- BBQ chicken and grilled pineapple kebobs (GF, DF) \$25.99

HOT

- Orange ginger beef puff pastry rolls \$25.99
- Brie, cranberry and almond phyllo (VG) \$23.99
- Chicken and vegetable gyoza with soy sauce \$18.49
- Sweet chili chicken satay (GF, DF) \$25.99
- Tempura battered mushrooms with chili soy sauce (VG) \$15.99
- Vegetarian spring rolls (VG) \$22.99
- Spanakopita (VG) \$22.99
- Mini samosas with pineapple curry sauce (VG) \$19.99
- Mini vegetarian quiche (VG) \$18.49
- Mini all beef meat balls \$17.99
- Coconut shrimp with tropical salsa \$28.99
- Mini zucchini and onion fritters with tzatziki (VG) \$22.99
- Crab cakes with a roasted red pepper aioli \$29.99
- Bacon and chive macaroni and cheese bites \$24.99
- Cacciatore chicken stuffed button mushroom caps (GF, DF) \$25.99
- Braised coconut curry chicken bites with spring onion (GF, DF) \$25.79
- Peppered beef tenderloin, bacon and blue cheese horseradish rolls (GF) \$31.99
- Grilled jumbo prawns tossed in a wild blueberry and cranberry sauce (GF, DF) \$29.99

Elevate your event with butlered hors d'oeuvres.

ACTION STATION

Elevate your event with a Chef Action station.

Let us wow the crowd with a chef attended action station where we cook the food in front of your guests.

Have an idea to fit your theme? Let us know and we can work with you to customize an action station designed to fit your event.

Need some inspiration? We have provided two examples to inspire your creativity.

ESCARGOT PROVENCAL \$9.99

Flambéed escargot with red wine, garlic, onion, bell pepper and fresh parsley

Pricing based on a minimum of 25 guests.

Pricing based on 2 pieces of appetizer per person.

SAMBUCA PRAWNS \$9.99

Tiger prawns sautéed in butter with chopped garlic, fresh parsley and flambéed with anise sambuca.

Pricing based on a minimum of 25 guests.

Pricing based on 2 pieces of appetizer per person.





PLATTERS

Small (20-30 guests) and medium (40-50 guests). Can be ordered individually or added to any meal.

MARKET VEGETABLE

Assorted vegetables served with a ranch dip.

SMALL \$89.99

MEDIUM \$154.99

CHEESE TRAY

Assorted cheese served with an assortment of crackers.

SMALL \$146.99

MEDIUM \$246.99

COLD CUT TRAY

Ham, turkey and roast beef.

SMALL \$146.99

MEDIUM \$246.99

VEGETARIAN ANTIPASTO

Balsamic marinated roasted eggplant zucchini, asparagus, red onion and peppers, tomatoes, garlic, bocconcini, kalamata olives and bread.

SMALL \$154.99

MEDIUM \$249.99

TRU CHARCUTERIE

Balsamic roasted garlic clove, grape tomato, red pepper, zucchini, asparagus, onion, marinated bocconcini, creamy brie, sharp cheddar, smoked prosciutto, genoa salami, roast turkey, kalamata olives and hummus. Served with bread, crackers and grapes.

SMALL \$199.99

MEDIUM \$299.99

PICKLED VEGETABLE

Gherkins, baby dill pickles, beets, pearl onions, olives and banana peppers.

SMALL \$69.99

MEDIUM \$133.99

SLICED FRUIT & YOGURT

Assorted seasonal fruit and strawberry yogurt dip.

SMALL \$113.99

MEDIUM \$209.99

DELI TRY

Assorted deli meats, pickles, cheese and crackers.

SMALL \$156.99

MEDIUM \$256.99

THE MEDITERRANEAN

Market vegetables and ranch dip served with bruschetta, hummus and crostini.

SMALL \$89.99

MEDIUM \$154.99

CHIPS & DIP

Salsa, sour cream, bruschetta, hummus, ranch, tortilla chips and crostini.

SMALL \$69.99

MEDIUM \$133.99

FRUIT & CHEESE

Seasonal fruit and yogurt dip served with assorted cheese and crackers.

SMALL \$146.99

MEDIUM \$246.99

BREAK COMBOS

Priced per guest with a 10 person minimum.

SOMETHING SWEET \$5.79

Brownie and fruit kabobs made with strawberries, coffee and tea.

INDIGENOUS BREAK \$9.99

Smoked salmon & dill cream cheese dip with assorted crackers, fried bannock with honey butter and preserves and crystal juice.

AFTERNOON CRAVINGS \$9.99

Salted kettle chips with ranch dip, mini chocolate macaroons, snack mix, Cheezies® and canned beverages.

ENGLISH TEA \$11.99

Trio of tea sandwiches, cucumber with cream cheese, egg salad with spring onion and chicken salad with celery and onion served with assorted scones, fruit salad, coffee and tea.

PERSONALIZE YOUR PLATE

Priced per guest with a 30 person minimum.

CUSTOMIZE YOUR PLATE

Have a great menu idea that you would like us to help you create? We will work with you to develop a customized plated menu tailored to your event. Ask your coordinator for more details.



Executive Chef Trevor Bisson

Trevor is a graduate of our very own TRU Culinary Arts program and has been working at TRU since 2011. After spending a summer in Paris in his early twenties, Trevor developed a love for French style cuisine. Trevor takes pride in all the food he creates, ensuring that everyone has a fantastic dining experience.

SWEET TREATS

Priced per 20 treats per basket.

WILD ABOUT CHOCOLATE \$19.99

Chocolate lovers will enjoy a selection of miniature brownies including flavours like triple chocolate chunk, traditional chocolate, deep dutch and chocolate marble.

CLASSIC SWEET TRAY \$18.99

An assortment of four traditional favourites including country carrot cake, butter tart bars, maple chocolate cake and deep dutch brownies.

FRUIT FRENZY \$19.99

A combination of miniature lemon squares, triple-berry crumble, orange and cream shortcake and mini cream cheese squares.

NANAIMO LOVERS \$19.99

An assortment of four nanaimo bar flavours, traditional, peanut butter, irish cream and cappuccino.

MACAROON MADNESS \$19.99

Lemon burst macaroon bars, macaroon madness bars and macaroon haystack brownies.

PREMIUM SWEET TRAY \$19.99

Pecan streusel cake, chocolate truffle bars, apple brown betty squares and butter pecan fudge bars.

GLUTEN FREE COMBO \$23.49

Gluten free brownie bites, gluten free nanimo bars and fresh melon.

COOKIE PLATTER \$13.69

Four varieties of cookies including chocolate chip, oatmeal raisin, white chocolate macadamia nut and double chocolate. *Served by the dozen.*

DECADENT CREAM PUFFS \$15.99

Cream puffs drizzled with a decadent chocolate sauce. *Served by the dozen.*

GLUTEN FREE BROWNIE BITES \$13.99 *Served by the dozen.*

GLUTEN FREE NANAIMO BARS \$14.99 *Served by the dozen.*

BEVERAGES

HOWL COFFEE

TRU's very own custom coffee. Brewing only 100% fair trade organic certified coffee, sourced ethically in partnership with Fair Trade Canada.

Served in 10 cup urns.

\$2.19

TEA

Served in 10 cup urns

\$1.99

DASANI® BOTTLED WATER

\$3.00

SAN PELLEGRINO

\$3.25

INFUSED WATER

Per person price. Choice of lemon, lime, orange, melon, cucumber or mint.

\$1.19

CANNED BEVERAGES

Assorted flavours.

\$2.79

CYRSTAL JUICE PITCHER (60oz)

\$11.99

CYRSTAL JUICE IGLOO (30 cups)

\$42.99

FRUIT PUNCH (30 cups)

\$58.99

Made with real fruit juices.

FRUIT JUICE PITCHER (60oz)

\$16.99

FRUIT JUICE IGLOO (30 cups)

\$58.99

Choice of apple, orange or cranberry.

LEMONADE PITCHER

\$16.99

Freshly squeezed.



VENUE POLICIES

GUARANTEED NUMBERS

A guaranteed number of guests is required five (5) business days prior to the event. All service charges will be based on actual number of guests served if more than the guaranteed guests are served. Prices are subject to change, but will be guaranteed sixty (60) days prior to the function. Substitutions may apply within the sixty (60) day period depending on market availability and unforeseen circumstances. For further explanation, please speak with your event coordinator. Minimum number of meals is required on all orders.

INVOICING, DEPOSITS & PRICING

For all groups a non-refundable deposit is required at the time of the booking. Deposit amounts will be determined based on the number of rooms required and/or number of days required. 75% of the remaining balance is required seven (7) days before the event. For TRU departments an account code is required prior to all catering and events.

CANCELLATION POLICY

For the full cancellation policy please visit our website at tru.ca/cac.

FOOD & BEVERAGE POLICY

The TRU Conference Centre will be the sole supplier of all food and beverage items. The only exception will be wedding and special event cakes when full catering is provided by the Conference Centre. No food will be packaged for take home from any event. The TRU Conference Centre will discard all perishable food items in compliance with established Food Safe practices. Food and beverage selection is required seven (7) days prior to the event. All food and beverage charges are subject to applicable tax and 15% gratuity. For our full buffets, children 3-11 years of age are half price. Children 2 and under are no charge.

OTHER RENTALS

China is included for all events held in the Campus Activity Centre. All areas outside the Campus Activity Centre and all off-site catering will include disposable service. China service can be provided for a fee.

LIQUOR SERVICE

For all cash and host bars, a guaranteed minimum revenue of \$500 must be generated. If the minimum is not reached, a bartender fee of \$150 will be charged or the difference between the minimum and actual sales; whichever is less. Wine served at dinner is not calculated in bar revenue. If total bar sales exceed \$500 there will be no bartender fee. Under the terms of the BC Liquor License Act, the Management of TRU Catering is prohibited from allowing any individual or group to provide outside alcohol at catered events.

FACILITY POLICIES

We request that no confetti be used on the premises. A \$100 clean up charge will apply. To ensure all requirements are agreed upon, a confirmation contract is required to be signed by the client. All events must be completed by 1:30 a.m and vacated by 2:00 a.m. A minimum of \$50 per hour for each hour a function is late will be levied plus an additional \$17 per staff member. An additional fee per staff member will be charged for events hosted on Statutory Holidays. Fees depend on the staff required for the event. In the case of unforeseen circumstances we reserve the right to substitute a comparable function room. We reserve the right to inspect and regulate all private parties, meetings and receptions.

Liability or damage to the premises will be charged accordingly and is the responsibility of the person(s) booking the event. Space for the event is booked only for the times indicated. Setup and dismantle times, if required, are not included in the booking time and should be specified to your event coordinator. If displays, exhibits or products are used, arrangements for their arrival, unloading and departure must be made through the Conference Office. Such displays, exhibits, or products are the responsibility of the exhibitor and we accept no liability whatsoever for the loss or damage of these displays.

The TRU Conference Centre is not responsible for damages to or loss of any articles left prior to, during or following any function by the customer or their guests. We reserve the right to require security should situations warrant for either or both parties contracting said functions. Additional costs will be assessed for electrical requirements above and beyond the normal usage.



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