



STAY, MEET & DINE™

OAKVILLE SUITES™

CORPORATE EVENTS CATERING PACKAGE

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



# CATERING MENU

## All Day Meeting Packages

20 Person Minimum, Price includes meeting room rental, 1 flip chart and markers, and podium

### Executives Package

#### The Continental

Chilled Orange & Apple Juice  
Freshly Baked Muffins & Pastries  
Fruit Platter, Coffee & Tea

#### Morning Break

Yogurt & Granola  
Coffee & Tea, Bottled Water

#### Working Lunch

Choice of Soup or Salad  
Assorted Sandwiches & Wraps,  
Assorted Olives & Pickles,  
Fruit Platter, Coffee & Tea,  
Bottled Water & Soft Drinks

#### Afternoon Break

Coffee & Tea  
Bottled Water & Soft Drinks  
Assorted Cookies

**\$44.99 per person**

### Presidents Package

#### President Breakfast

Chilled Orange & Apple Juice  
Fluffy Scrambled Eggs  
Canadian Bacon or Ham, Home Fries  
White & Whole Wheat Toast  
Sliced Fruit Tray, Freshly Baked Pastries  
Coffee & Tea

#### Morning Break

Assorted Cookies  
Freshly Brewed Coffee (Regular & Decaf)  
Tea, Bottled Water & Chilled Juices

#### Lunch

Your Choice of:  
The Monte Carlo Working Lunch or  
Chicken Lovers Lunch

#### Afternoon Break

Pretzels & Chips  
Bottled Water & Chilled Juices

**\$51.99 per person**

All prices are subject to 15% service fee and HST  
If you have any food allergies, please notify us

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# CATERING MENU

## Breakfast

### The Continental

Minimum 8 people

Selection of Fresh Juices

Freshly Baked Breakfast Pastries including:

Muffins, Danishes, Croissants  
Home-style jams & Butter

Freshly Brewed Coffee (Regular & Decaf) & Tea

**\*Add a Fresh Fruit Tray for \$2.75 more /person**

**\$10.95 per person**

### The Heathly Start

Minimum 10 people

Selection of Fresh Juices

Yogurt & Granola  
Fresh Sliced Fruit Tray  
Assorted Muffins with Home-style Jam & Butter  
Assorted Cold Cereals or Oatmeal

Freshly Brewed Coffee (Regular & Decaf) & Herbal Teas

**\$13.95 per person**

### The Full Monte

Minimum 20 people

Selection of Fresh Juices

Freshly Baked Breakfast Pastries including:

Muffins, Danishes & Croissants  
White & Whole Wheat Toast  
Accompanied by Home-style Jams & Butter  
Light & Fluffy Scrambled Eggs, Canadian Bacon or Ham, Breakfast Sausage & Home Fries

Assorted Sliced Fruit Tray  
Freshly Brewed Coffee (Regular & Decaf) & Tea

**\$16.95 per person**

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# CATERING MENU

## Recommended Lunch Selections

### Healthy Approach

Minimum 10 People

Chef's Selection of Freshly Made Soup, Crisp Garden Salad

Freshly Made Tuna & Egg Salad Wrap, Assorted Pickles & Olives

Sliced Fresh Fruit Tray

Freshly Brewed Coffee (Regular and Decaf) & Tea

**\$16.95 per person**

### The Monte Carlo Working Lunch

Minimum 15 People

Chef's Selection of Freshly Made Soup, Garden Fresh House Salad

Sandwiches & Wraps from a Choice of Fresh Cold Cuts:  
(Smoked Turkey Breast, Black Forest Ham, Roast Beef, Corned Beef, Tuna & Egg Salad)

Sliced Fruit Tray or Assorted Pastries

Freshly Brewed Coffee (Regular and Decaf) & Tea

**\$18.95 per person**

### The Executive Working Lunch

Minimum 20 People

Freshly Made Soup of the Day  
Choice of **Two** Salads:  
Potato, Pasta  
Caesar or Tossed Leaf

Choice of **Two** Hot Dishes:  
Roasted Rosemary Chicken, Veal Parmesan, Chicken Parmesan, Vegetable or Meat Lasagna or Penne alForno

Potatoes and Seasonal Vegetables

Assorted Sliced Fruit Tray and French Pastries

Assortment of Fresh Juices  
Freshly Brewed Coffee (Regular and Decaf) & Tea

**\$23.95 per person**

### Mediterranean

Minimum 20 People

Greek Salad with Garlic Bread

Penne Alfredo  
Selection of Hot Italian Sandwiches (Veal, Meatball or Italian Sausage)  
Served with Traditional Tomato & Red Pepper Sauce on a Kaiser

Sliced Fruit Tray  
Nutella Poppers or Tartufo

Freshly Brewed Coffee (Regular and Decaf) & Tea

**\$21.95 per person**

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# CATERING MENU

## Additional Lunch Selections

### Pasta Lover

Pasta of the Day with Your Choice of:  
Tomato Sauce, Alfredo Sauce,  
Meat Sauce or Primavera Sauce

Salad with your Choice of:  
Caesar Salad or Mixed Green Salad

Garlic Bread

**\$16.50 per person**

### The Indulge

Garlic Bread

Coleslaw & Potato Salad

Large Pizza's:  
Pepperoni & Vegetarian

Chicken Wings:  
BBQ, Medium, Hot & Honey Garlic

Assortment of Cookies  
Juice, Pop & Water

**\$19.95 per person**

### Chicken Lover

Chicken Breast with Demi Wine Sauce  
or Lemon & Butter Sauce

Seasonal Vegetables

Rice or Pasta  
Caesar Salad or Mixed Green Salad

**\$18.95 per person**

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## Coffee Break

### Beverage Station

Freshly Brewed Coffee (Regular, Decaf)	\$1.75 /cup
Assortment of Tea	\$1.75 /cup
Freshly Brewed coffee (Regular, Decaf) or Tea	\$12.95 /pot
Hot Chocolate	\$1.75 /cup
Chilled Fruit Juices	\$1.75 /each
Soft Drinks	\$1.75 /each
Bottled Water	\$2.00 /each
Chilled Milk 2%	\$2.00 /each

### Freshly Baked Goodies

Freshly Baked Muffins, Danishes, Croissants	\$1.75 /each
Assortment of Muffins, Danishes, Croissants	\$16.50 /dozen
Homemade Cookies	\$1.75 /each
Assortment of Homemade Cookies	\$18.00 /dozen

### Combination Breaks

**Thirsty Break** **\$5.25 per person**

Regular or Decaffeinated Coffee, Tea,  
Bottled Water & Soft Drinks

**Light Break** **\$6.25 per person**

Assorted Homemade Cookies,  
Regular or Decaffeinated Coffee, Tea  
Bottled water or Chilled Fruit Juice

**The Wellness Break** **\$8.95 per person**

Assorted Tea,  
Banana & Cinnamon Smoothie,  
Special K Bar,  
Vitamin Water

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## Additional Snacks

### Selections

Licorice & Assorted Candies	\$7.99 /person
Potato Chips (Individual)	\$3.00 /bag
Nacho Chips with Salsa	\$4.00 /person
Pretzels and Chips	\$8.99 /bowl
Fruit Flavoured Yogurt	\$2.99 /person
Granola and Special K Bars	\$2.99 /person

### Add Ons

Trays serve 20-25 people

**Pasta Salad** **\$49.95**

Creamy and zesty with fresh herbs and vegetables

**Vegetable Crudit  with Dip** **\$59.95**

Great for snacks or served on the side.

Each tray comes with one of our creamy dips of the day.

**Fruit Tray** **\$68.95**

Beautifully arranged seasonal fresh fruit tray

**Cheese Tray** **\$79.00**

An assortment of international & domestic cheeses

**Sandwich Tray** **\$104.95**

A variety of sandwiches including roast beef, smoked turkey breast, tuna salad, egg salad, black forest ham, smoked turkey and cheese

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# 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 & Seating Configurations

	Price	Size	Capacity	Banquet	Theatre	Hollow Square	Classroom	U-Shape	Boardroom
Queen Elizabeth Room	\$400+HST	1300 sqft	90 persons	80	100	-	80	45	-
Trafalgar Room	\$300+HST	750 sqft	30 persons	36	70	-	35	24	24
Churchill Room	\$300+HST	650 sqft	30 persons	30	40	20	30	20	18
Oakville Room	\$150+HST	325 sqft	8 persons	-	-	-	-	-	4

## 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 & wireless internet
- A Complimentary 500 ml bottle of water, notepad, pen and mint per participant
- Copy, fax, & 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
Conference Phone	\$35+HST
Television/DVD	\$25+HST
Microphone/Podium	\$25+HST
Flip Chart and Markers	\$15+HST
Whiteboard and Markers	\$15+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

## 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.

## 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.



# 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@montecarloinns.com](mailto:oakvillesales@montecarloinns.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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