

# Meetings and Events



Welcome to the ideal location for your next meeting, convention, special event or corporate retreat. The Ramada Duncan is conveniently located in the heart of the Cowichan Valley and within minutes to Duncan's downtown core.

Our 4,700 square feet of function space is designed with your comfort and convenience in mind. With up to 6 meeting rooms offering high speed wireless Internet access, we can accommodate groups of all sizes, from 2 to 300 people. In addition to our flexible function space, our experienced catering and events team will take care of all the details to guarantee your event is a success.

Enclosed you will find information on our banquet and hotel guestrooms, our offerings for meals, coffee breaks and bar services. Select from the menu items we've listed, or work with our events team to customize an exclusive menu for your event. Our flexible catering options allow you to develop a menu that best meets your needs.

Mary Líonas Events Manager Phone: (250)748.4311 emaíl: events@ramadaduncan.com



## A full service Hotel in the 💙 of the Cowichan Valley

Great food. Great location. Great people. It's our promise and we take it very seriously. When you stay at the Ramada Duncan you can look forward to a friendly welcome, comfy room at a price that will make you smile.

Nestled in the heart of the Cowichan Valley, close to shops, restaurants and attractions, Ramada Duncan is the perfect choice for both business and leisure travelers. All guests will enjoy clean, comfortable guestrooms, reasonable rates and friendly service at our full service hotel.

Our Conference Center is the perfect choice for meetings and events, featuring beautiful, professional spaces for groups of all sizes. Our Catering and Conference service team will take care of all the details to ensure your event is a success.

Our on-site restaurant, **The Old Fork,** boasts amazing made from scratch delights to satiate you every time! We are ready to accommodate your carvings from 7am to 9pm 7 days a week including holidays.

**The River Rock Bar and Grill**, our on-site Pub, offers daily drink and food specials straight from the Old Fork kitchen. Nachos piled high to enjoy with a frosty local Beer while taking in the sounds of the talented local Musicians on Wednesday's open Mic night.

## Accommodations

If you're looking for incredible hotel accommodation in Duncan that won't cost you an arm and leg, you've found it



right here at Ramada Duncan! With tasteful rooms and suites for every need and budget, our friendly hotel staff will make sure you have everything you need, including pet accommodation.

#### Standard Guest Rooms

All rooms feature either one king size, one queen size or two queen size comfortable beds, a work desk, fridge, microwave, flat screen TV, Bev coffee maker and free hi speed Wi-Fi

#### <u>One Bedroom Kitchen Suite</u>

These spacious suites offer a queen size bed in the bedroom and a pull out sofa bed in the living-room area. Each suite comes with a fully equipped kitchen including a full sized fridge, oven, stove, microwave, dishes, cutlery, utensils, pots and pans.

#### <u>Famíly Kítchen Suíte</u>

Ideal for families, this suite offers comfortable accommodation for everyone with one Queen bed and a single-over-double bunk bed. Each suite comes with a fully equipped kitchen including a full sized fridge, oven, stove, microwave, dishes, cutlery, utensils, pots and pans.

#### <u> King Fireplace Suite</u>

This cozy suite features a king bed, gas fireplace, 2 person soaker tub, glass walk-in shower, and an additional accent chair for your comfort.

#### <u>Deluxe Family Suite</u>

Our Family Suite is spacious, modern and bright and is ideal for those traveling with children or those needing additional space. It features two queen size beds, a pull out sofa bed and two accent chairs for your comfort.

#### Hotel Features:

- *Free parking, large lot for oversized vehicles*
- *Free Wi-Fi in guest rooms and common areas*
- *Free local and long distance calls*
- Conveniently located in the City of Duncan
- On-sight Restaurant and Pub
- Walking distance to shopping malls and downtown boutiques

#### Guest Room Features:

- *In-room fridge and microwave*
- BEV coffee makers & local coffee
- Flat screen TV's with HD cable
- Large work desk
- Hi-speed Wi-Fi
- 24 hour guest service
- 100% smoke free
- Pet friendly rooms available
- Kitchenette Suites available

**BALLROOM** - Let the powers combine! Our Driftwood, Orca & Sitka Rooms open up to create a grand space complete with high ceilings, natural light, dance floor and stage area.

**DRIFTWOOD** - Ideal for cocktail receptions, intimate meals or business meetings and seminars. Featuring high ceilings & patio doors that open onto a charming courtyard.

**ORCA** - Productivity starts here! A distraction free zone for your important business meetings and workshops.

*SITKA* - With large windows which encourage mindful inspiration, this room is a favourite among meeting planners.

*FIRESIDE* - It's like your living room away from home complete with a gas fireplace, large windows, chalkboard wall and a built-in projector screen.

**THE BOARDROOM** - A cozy private boardroom with seating for 12 great minds.

**GAMES ROOM** - A casual meeting space where you can play pool and have a bite to eat. A room with lots of natural light and complimented by the large windows overlooking the courtyard.

MEETING ROOM PRICE STRUCTURE														
	DRIFTWOOD		ORCA		SITKA		2/3'rds		BALLROOM		FIRESIDE		BOARDROOM	
WITH A CATERED MEAL (for the capacity of the room)														
4 hours	\$	175.00	\$	175.00	\$	175.00	\$	300.00	\$	400.00	\$	125.00	\$	70.00
8 hours	\$	300.00	\$	300.00	\$	300.00	\$	550.00	\$	650.00	\$	175.00	\$	115.00
12hours	\$	350.00	\$	350.00	\$	350.00	\$	600.00	\$	850.00	\$	225.00	\$	135.00
24 hours	\$	350.00	\$	350.00	\$	350.00	\$	800.00	\$	1,050.00	\$	275.00	\$	155.00
NO CATERING														
4 hours	\$	200.00	\$	200.00	\$	200.00	\$	350.00	\$	500.00	\$	150.00	\$	75.00
8 hours	\$	325.00	\$	325.00	\$	325.00	\$	650.00	\$	800.00	\$	200.00	\$	120.00
12hours	\$	400.00	\$	400.00	\$	400.00	\$	750.00	\$	1,000.00	\$	250.00	\$	150.00
24 hours	\$	500.00	\$	500.00	\$	500.00	\$	950.00	\$	1,200.00	\$	300.00	\$	175.00

MEETING ROOM DIMENSIONS AND CAPACITIES											
ROOM NAME	Size (in feet)	Square Feet	Banquet Rounds	Rounds &		Classroom	Boardroom	U-Shape	Standing Reception		
BALLROOM (3 COMBINED)	57' x 73'	4122	200 - 240	300	400	180	-	-	350		
DRIFTWOOD	53 'x 24'	1272	48 - 64	-	80	48	40	40	100		
ORCA	57' x 25'	1425	48 - 64	-	80	48	40	40	100		
SITKA	57′ x 25′	1425	48 - 64	-	80	48	40	40	100		
FIRESIDE	14' x 28'	520	-	-	25	12 - 15	20	-	25		
BOARDROOM	9′ x 24′	216	-	-	-	-	10 - 12	-	-		

## A Lovely way to start your day



Freshly Baked Assorted Muffins \$3.00 each Assorted Pastries \$3.00 each Urn of Freshly Brewed Coffee or Steep Tea, (35 cups) \$80.00 All Day Freshly Brewed Coffee and Steeped Tea \$5.00 per person

#### Fresh Seasonal Fruit Platter

Small, serves 12 \$45.00 Medíum, serves 25 \$80.00 Large, serves 50 \$150.00

#### Cínnamon Break \$8.75 per person

Warm Sticky Cinnamon Buns Seasonal Fresh Fruit Platter Freshly Brewed Coffee and a Selection of Teas

#### Pick Me Up \$7.95 per person

Warm Baked Cookies, 2 per person Seasonal Fresh Fruit Platter Freshly Brewed Coffee and a Selection of Teas

#### A Good Start \$8.50 per person

Freshly Baked Muffins Seasonal Fresh Fruit Platter Freshly Brewed Coffee and a Selection of Teas

#### Bake Shop Buffet \$11.50 per person

Selection of Fruit Juices Muffins, Banana Bread and Pastries Seasonal Fresh Fruit Platter Freshly Brewed Coffee and a Selection of Teas

# Breakfast Buffets



## Classic Breakfast \$14.95 per person

Farm Fresh Scrambled Eggs Banger Sausages Applewood Smoked Bacon Fluffy Buttermilk Pancakes Fresh Seasonal Fruit Salad Crispy Home-style Hash Browns Freshly Brewed Coffee and a Selection of Teas Assorted Fruit Juices

## Traditional Benedict Breakfast \$15.95 per person

<u>**Pre-Select:</u>** Ham & Poached Eggs on English Muffin <u>or</u> House Made Biscuit Crispy Home-style Hash Browns Fresh Seasonal Fruit Salad Mixed Berry Yogurt Freshly Brewed Coffee and a Selection of Teas Assorted Fruit Juices</u>

## Old Fork French Toast \$13.95 per person

Thick Sliced Cinnamon French Toast Baked with Cream Cheese Topped with Berry Compote Farm Fresh Scrambled Eggs Applewood Smoked Bacon Crispy Home-style Hash Browns Freshly Brewed Coffee and a Selection of Teas Assorted Fruit Juices



#### Contínental Breakfast \$13.00 per person

Assorted Pastries (Danishes, cinnamon buns, biscuits) Quiche Lorraine (bacon, onion, cheese) House made Banger Sausage Rolls Fresh Seasonal Fruit Salad Freshly Brewed Coffee and a Selection of Teas Assorted Fruit Juices

#### Míllíonaíre's Breakfast \$19.00 per person

House made Banger Sausage Rolls <u>Pre-Select:</u> Chorizo & Avocado Eggs Benedict on English Muffin <u>or</u> House Made Biscuits Fluffy Buttermilk Pancakes Cinnamon French Toast Applewood Smoked Bacon Crispy Home-style Hash Browns Fresh Seasonal Fruit Salad Mixed Berry Yogurt Assorted Sweet Pastries Freshly Brewed Coffee and a Selection of Teas Assorted Fruit Juices



# Lunch Buffets



Ríver Rock Luncheon \$18.95 per person

(A selection of Sandwiches Are Served On Your Choice Of Baguette, Portofino Sourdough & Multigrain, or Focaccia Bread) Smoked Delí Ham, Cheddar Cheese Smoked Turkey Breast and Swiss Cheese Farm Fresh Egg Salad with Heritage Blend Greens Chef's Choice Soup, (Gluten, Vegan, & Dairy-Free Soups Available Upon Request) **Pre-Select:** 1 Salads listed on page 10 and House Cut French Fries <u>or</u> **Pre-Select:** 2 Salad listed on page 10 Freshly Brewed Coffee and Tea 2 pieces of assorted Desserts and 1 Cookie per person (upgrade your fries to poutine for \$2 per person)

### The Old Fork Burger \$19.95 per person

(gluten free and vegetarian options available upon request) <u>**Pre-Select</u>**: House Made Certified Angus Beef Patty <u>or</u> Blacked Cajun Chicken Breast Applewood Smoked Bacon, Garlic Butter Sautéed Mushrooms, Sliced Cheddar Cheese, Iceberg Shredded Lettuce, Vine Ripe Tomato, Garden Crisp Pickle, Shaved Red Onion Warm Burger Buns Crispy House Cut French Fries</u>

*<u>Pre-Select:</u> 1 Salad listed on page 10 Freshly Brewed Coffee and Tea 2 pieces of assorted Desserts and 1 Cookie per person* (upgrade your fries to poutine for \$2 per person)



## "We Are Noodle Folk" \$20.95 per person

**<u>Pre-Select</u>: Chicken & Mushroom Carbonara** – Grilled Chicken Breast Applewood Smoked Bacon, Button Mushroom, Rich Cream Sauce, Penne Noodles and Parmesan Cheese

<u>or</u>

#### Cheesy Baked Beef Lasagna

Certified Angus Beef, Cottage Cheese, House Marinara, Béchamel, Mushrooms, Hints of Oregano, Basil, Cloves, and Garlic Roasted Seasonal Vegetables Caesar Salad Thick Sliced Garlic Toast Freshly Brewed Coffee and Tea 2 pieces of assorted Desserts and 1 Cookie per person

### The Fajíta Cantína \$19.95 per person

<u>Pre-Select:</u> Braised Chicken <u>or</u> Slow Cooked Ground Beef, Black Bean, Enchilada Sauce Warm Flour Tortillas, Sautéed Peppers & Onion Medley Tomato, Olive, Sour Cream, Salsa, Shredded Cheese, Hot Sauce <u>Pre-Select</u>: Corn Chowder <u>or</u> Tortilla Tomato and Lime Soup Mexican Chopped Salad, Honey-Lime Vinaigrette Zesty Tomato Rice Freshly Brewed Coffee and Tea 2 pieces of assorted Desserts and 1 Cookie per person

## Salads



### Herítage Blend Green Salad

Fresh Greens, Carrots, Grape Tomato, Cucumber, Yam Crisps Served with our Seasonal Vinaigrette and House made Creamy Ranch Dressing

### Traditional Caesar Salad

Crisp Romaine Lettuce, Garlic& Black Pepper Croutons, Grana Padano Parmesan, Lemon Tossed with a Classic Caesar Dressing

#### Spínach Salad

Fresh Spinach Leaves, Button Mushrooms, Shaved Red Onion Cherry Tomatoes and Hard Boiled Eggs Served with our Seasonal Vinaigrette, and House made Creamy Ranch Dressing

#### Díll Potato Salad

Local Russet Potato, Fresh Dill Sprig, Hard Boiled Eggs, Crisp Celery, Green Onions Mixed in our house made Dijon & Dill Aioli

### Thaí Noodle Salad

Rice Noodle Vermicelli, Carrot, Daikon, Green Onion, Sesame Seeds Tossed in our hose made Creamy Thai Peanut Sauce

#### Italían Pasta Salad

Farfalle Pasta, Grape Tomatoes, Cucumbers, Olives, Red & Yellow Bell Peppers, Red Onions and Feta Cheese Tossed in our house made Oregano & Basil Infused Lemon Vinaigrette

# Appetízers



## Elegant Fare

#### Herb & Parmesan Croquette \$3 each

Golden Deep Fried Garlic and Buttermilk Mashed Potatoes

### Sweet Asían Duck Breast Spríng Rolls \$3.5 each

Hoisin Duck, Daikon Radish, Cilantro, Sesame served with a Sweet Miso-Ginger Vinaigrette

#### Tuna Tartare \$3 each

Ponzu Marinated Tuna, Green Onion, Sesame Seeds and fresh Cilantro served on Wonton Crisps

#### Caprese Skewer \$3 each

Grape Tomato, Sweet Basil Leaf, Bocconcini, Olive Oil with Fresh Cracked Pepper

#### Braised Short Rib \$3.5 each

Rosemary & Red Wine Braised Short Rib, Pickled Shallots and fresh Parsley layered on a White Truffle Polenta cake

## Spanish Flatbread \$3.5 each

Local Glenora Creek Chorizo, Spinach, Grape Tomatoes, Goat Cheese and Olive Oil Served on house made flat bread

## Chicken, Pear and Blue Cheese Canape \$3 each

Grilled Chicken, Poached Pear, Creamy Blue Cheese presented on a House made Garlíc Crostini

### Prawn Lollipop \$3 each

Garlic Butter Basted Prawns served with Tequila Lime Cocktail Sauce

### Chícken Satay \$3 each

Skewered Grilled Chicken, Sweet & Salty house made Peanut Sauce with fresh Cilantro

### Crusted Brie \$3.5 each

Fried Almond Crusted Brie Cheese, Red Onion Jam and Fried Sage served warm

## **Comfort** Fare



## Muddy Waters BBQ Chícken Quesadílla \$2 each

Slow Cooked Chicken, house made Muddy Waters BBQ Sauce, Olives, Tomato, Green Onions, Melted Cheese and served warm

#### Spínach & Goat Cheese Míní Quíche \$2 each

Golden Tartlets baked with Farm Fresh Eggs, Spinach & Goat Cheese

### Ham & Cheddar Míní Quíche \$2 each

Golden Tartlets baked with Farm Fresh Eggs, Cured Ham & Cheddar

## Teríyakí Chícken Skewers \$2 each

Grilled Chicken Breast, Teriyaki Glaze, Green Onion and Sesame Seeds

### Roasted Red Pepper Hummus & Píta \$15

Our made from scratch Hummus blended with Roasted Red Peppers served with Warm Pita Bread

## Crab Cakes \$2.5 each

Crisp Fried House made Crab Cakes served warm with our house made White Truffle Tartar Sauce

## Tandoorí Meatballs \$2.5 each

Ground Angus Beef Seared with Tandoori Spices, fresh Mint topped with a dollop of Cucumber Raita

## Slíders \$4 each

House made Míní Angus Beef patties, Cheddar, House Blend Spread, Sweet Onion Relish Loaded on a Toasted Slider Bun

## Mushroom & Swiss Grilled Cheese \$3 each

Garlic Sautéed Button Mushroom, Swiss Cheese melted together on Grilled Sourdough sticks and served warm

## Roasted Garlic and Spinach Dip \$15

Roasted garlic, fresh spinach and Cream cheese, served with fresh fried tortilla chips

## Platters



*Charcuterie and Antipasti Platter \$100* serves 12-25 guests Assorted Meats and pickles served with an assortment of crackers

**Assorted Cheese Platter \$100** serves 12-25 guests Assorted Local and Imported Cheeses served with an assortment of crackers

> **Chef's Sandwich Platter \$90** 24-36 pieces Assorted sandwiches served on your choice of Baguettes or Portofino Sourdough or Multigrain bread

#### Fresh Seasonal Fruit Platter

Small, serves 12 \$45.00 Medíum, serves 25 \$80.00 Large, serves 50 \$150.00

## Fresh Seasonal Vegetable Platter

Small, serves 12 \$35.00 Medíum, serves 25 \$65.00 Large, serves 50 \$125.00

# Dínner Buffets



## Juníper Buffet \$28.95 per person

Roasted Chicken Thighs with your choice of Sauce <u>Pre-Select:</u> Chasseur, Puttanesca, <u>or</u> Mushroom & Herb Cream Sauce A Variety of Bread Rolls, with Butter <u>Pre-Select:</u> 2 Salads listed on page 16 Herb & Garlic Roasted Red Nugget Potatoes Assortment of Seasonal Garden Vegetables Freshly Brewed Coffee and Tea A Collection of Layered Cakes, Bars, and Cookies

## Sítka Buffet \$28.95 per person

<u>**Pre-Select:</u>** Pork Loin Roast Duxelle Stuff Pork Loin with a Sage Cream Sauce <u>or</u> Mediterranean Vegetable Stuffed Pork Loin with a Citrus Provençal Sauce A Variety of Bread Rolls, with Butter <u>**Pre-Select:**</u> 3 Salads listed on page 16 Buttermilk Mashed Potatoes Freshly Brewed Coffee and Tea A Collection of Layered Cakes, Bars, and Cookies</u>

#### West Coast Buffet \$30.95 per person

Roasted Wild Salmon Fillet with your choice of Sauce Tangy Sweet Lemon Dill Cream Sauce <u>or</u> Citrus Provençal Sauce A Variety of Bread Rolls, with Butter <u>Pre-Select:</u> 2 Salads listed on page 16 Herb Baked Rice Pilaf Assortment of Seasonal Garden Vegetables Freshly Brewed Coffee and Tea A Collection of Layered Cakes, Bars, and Cookies



## Sycamore Buffet \$29.95 per person

Pineapple Glazed Ham, Carved off the Bone A Variety of Bread Rolls, with Butter <u>Pre-Select:</u> 2 Salads listed on page 16 Creamy Baked Gratin Dauphinoise Assortment of Seasonal Garden Vegetables Freshly Brewed Coffee and Tea A Collection of Layered Cakes, Bars, and Cookies

## Surf & Turf Buffet \$39.95 per person

Roasted Wild Salmon Fillet with your choice of Sauce <u>Pre-Select:</u> Tangy Sweet Lemon Dill Cream <u>or</u> Citrus Provençal Sauce Carved Baron Of Beef with Marchand De Vin Sauce A Variety of Bread Rolls, with Butter <u>Pre-Select:</u> 2 Salads listed on page 16 Herb Baked Rice Pilaf Buttermilk Mashed Potatoes Assortment of Seasonal Garden Vegetables Freshly Brewed Coffee and Tea A Collection of Layered Cakes, Bars, and Cookies

## Cowichan Valley's Choice Buffet \$39.95 per person

Carved Herb Crusted Leg of Lamb with Rosemary Au Jus Roasted Chicken Thighs with your choice of Sauce <u>Pre-Select:</u> Chasseur, Puttanesca, <u>or</u> Mushroom & Herb Cream Sauce A Variety of Bread Rolls, with Butter <u>Pre-Select:</u> 2 Salads listed on page 16 Herb & Garlic Roasted Red Nugget Potatoes Herb Baked Rice Pilaf Assortment of Seasonal Garden Vegetables Freshly Brewed Coffee and Tea A Collection of Layered Cakes, Bars, and Cookies

## Salads



## Herítage Blend Green Salad

Fresh Greens, Carrots, Grape Tomato, Cucumber, Yam Crisps Served with our Seasonal Vinaigrette and House made Creamy Ranch Dressing

#### Traditional Caesar Salad

Crisp Romaine Lettuce, Garlic& Black Pepper Croutons, Grana Padano Parmesan, Lemon Tossed with a Classic Caesar Dressing

#### Spínach Salad

Fresh Spinach Leaves, Button Mushrooms, Shaved Red Onion Cherry Tomatoes and Hard Boiled Eggs Served with our Seasonal Vinaigrette, and House made Creamy Ranch Dressing

### Díll Potato Salad

Local Russet Potato, Fresh Dill Sprig, Hard Boiled Eggs, Crisp Celery, Green Onions Mixed in our house made Dijon & Dill Aioli

#### Thaí Noodle Salad

Rice Noodle Vermicelli, Carrot, Daikon, Green Onion, Sesame Seeds Tossed in our hose made Creamy Thai Peanut Sauce

### Italian Pasta Salad

Farfalle Pasta, Grape Tomatoes, Cucumbers, Olives, Red & Yellow Bell Peppers, Red Onions and Feta Cheese Tossed in our house made Oregano & Basil Infused Lemon Vinaigrette

## The Banquet Bar



Domestic Hí Balls \$5 Premíum Hí Balls \$6 Cocktaíls \$6 Domestíc Beer \$6 Import Beer & Cíders \$6.5 Guinness and Strongbow \$7.5 **Red & White Wines** Sawmill Creek Red \$6/glass, \$24/bottle Marcus James Malbec \$7/glass, \$28/bottle Sumac Rídge Cab Merlot \$8/glass, \$32/bottle Sawmill Creek White \$6/glass, \$24/bottle Jackson Triggs Gewürztraminer \$7/glass, \$28/bottle Inniskillin Pinot Grigio \$8/glass, \$32/bottle Shooters \$6.5 A variety of seasonal offerings Draft Beer \$6 Red Arrow Midnight Umber and Kustom Kolsch

(Available only during the Christmas season)