

Wedding Information



**POMEROY
HOTEL**
&
CONFERENCE CENTRE

WEDDINGS AT THE POMEROY HOTEL & CONFERENCE CENTRE, GRANDE PRAIRIE

Welcome to the contemporary Pomeroy Hotel & Conference Centre in Grande Prairie, Alberta. Thank you for considering the hotel as an integral part of your special day. Featuring designer accommodations with modern amenities, sleek social areas, a stylish restaurant, lounge and indoor pool with hot tub, your guests will be fully accommodated. For group events, two large, formal ballrooms plus additional more intimate function spaces are available, with extensive food and full beverage options. From laid-back casual to formal elegance, your catering will be customized and serviced to perfection.

FUNCTION SPACES

Grande Ballroom

With over 7,000 square feet of space, this sleek and stylish ballroom is ideal for weddings up to 350 guests or more. Featuring 14' ceilings, a built-in bar and dance floor, this room can be set using a wide range of configurations. The room also divides into two halves, creating ideal spaces for up to 170 guests.



Salon Ballroom

A perfect size room for wedding receptions of up to 150 guests, featuring a large hardwood dance floor and a 10' ceiling. For smaller events, this room can be divided into three sections, creating private spaces for up to 80 guests.

Smaller function rooms are also available to accommodate private events from 10 to 70 guests. A hard wood dance floor can be added to these rooms at your request. Note that the final capacity of any function room will vary depending on the requested setup.

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CATERING SERVICES

The cost of a wedding function can range significantly depending on the time of the event and your food and beverage arrangements. For the dinner itself, whether a buffet or plated menu, expect a menu price range of \$35 to \$50+ per person. Water, coffee & tea are included with all menus, while additional beverages (wine, beer, liquor) are an extra cost, paid by either the host, the individual guests or a combination of the two. All catering prices are subject to a gratuity of 18%, and the GST applies to the food and beverage prices and the gratuity. Please note that all food and beverage must be supplied by the hotel; the only exception is a wedding cake. All of the following is provided and included in the menu prices:

All required tables and chairs
Black table cloths
White cloth napkins
All china, stainless flatware and real glassware
(no disposable items are used unless requested)
Basic centerpieces

A head table with black cloths, table skirting, and
set on a riser at your request
Additional tables as requested for gifts, a guest
book, wedding cake display, DJ and more
Hardwood dance floor
All setup, servicing, cleanup and tear down



Additional items for your consideration which you would arrange and supply on your own are specialty linens, chair covers, custom centrepieces, table favours, additional room décor, head table back drop, music and entertainment (DJ, MC, games, etc), and audio visual equipment (AV rentals are available through the hotel, please ask for details and pricing).

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GUESTROOMS

Luxuriously appointed deluxe guest rooms offer either one or two queen beds, or one king bed. Also available are spacious suites feature a large living space with separate bedroom, jetted tub and walk in shower. All accommodations feature plush Hypnos and Eden bedding, complimentary Wi-Fi access, mini-fridge and microwave, Keurig coffee brewers featuring Starbucks coffees, 42" flat HDTV with Premium High Definition Channels, deluxe bath amenities and bathrobes. The hotel is located immediately beside the Prairie Mall with complimentary covered parking, and is just minutes from downtown.



The Pomeroy Hotel & Conference Centre is pleased to provide special hotel room rates for your wedding guests, regardless of where your event is held. There is no cost to setup a block of rooms. The base room rate is for a Deluxe room with one or two queen beds, per night, based on single or double occupancy, and subject to taxes totaling 12.27%. Deluxe rooms with one king bed are \$10 extra. Suites are also available at an additional cost. Note that rates are subject to change; however a rate that is officially quoted will be guaranteed from the time of booking until 30 days prior to your wedding.

For more information, to view the function spaces, review menus, or to check availability of dates for function space and/or accommodations, please contact the **Catering & Special Events Department** at **780.832.2436** or email eventsmanager@pomeroyhotelgp.com.

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THE POMEROY HOTEL WEDDING PACKAGE

Simplify your wedding reception and budget with the inclusive Pomeroy Hotel & Conference Center wedding package. The pricing includes rental of the reception room for the entire day, a 3-course plated meal, plus all fees, service charge and tax.

PLATED DINNER MENU

Composed Tomato and Asparagus Salad
Mustard and Tarragon Vinaigrette

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Mushroom and Leek stuffed Breast of Chicken
Buttermilk Mashed Potatoes and Market Vegetable Bundle

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Fresh Fruit and Berries drizzled with a Prosecco Sabayon
Brewed Starbucks Veranda Blonde Coffee & Tazo Organic Tea

\$49 per person

Price includes service charge and taxes

Add or customize your package:

Sparkling wine for toasting (1 glass per person) \$8 inclusive per person

Two host beverages of any kind for your guests \$16 inclusive per person

Two bottles of wine per table or two glasses of wine per person \$16 inclusive per person



A minimum of 150 people are required to arrange the wedding package for the Grande Ballroom. No restrictions apply to other function spaces. There is no charge to arrange a cash bar where guests pay for their own beverages. SOCAN and Re:Sound fees are included in the pricing.