



# Reception Packages 2022

### Standard

\$15 + HST per guest

#### **Includes:**

- wood cross-back dining chair + ivory cushion (up to 140 chairs + cushions for dining)
- 8' by 3.5' harvest wood tables with x base legs seat up to 10 guests per (14 tables available)
- full length table runner of choice per table included
  - options available: folding 8 foot rectangular or 5 foot round banquet tables with floor length linens of choice, for \$ 4.50 per guest additional (each option seat up to 8 guests per table)
- dining tables and chairs set up in your fully customizable desired layout
- · full cleanup included after your event

#### + All Inclusive

\$10 + HST per guest additional.

#### Includes all of the standard package above plus:

- water and wine glass per person on dining tables
- choice of full sets of stainless or gold flatware: dinner fork, salad fork, dessert fork, tea spoon, knife (full gold flatware is subject to a \$2/ guest upcharge)
- · round or square white china dinner, salad, and dessert plate per guest
- · linen napkin in choice of colour per guest
- · dining amenities fully set up, and cleaned up for you
- caterers are required to clear plates and flatware after meal service, and simply stack in dish crates we provide them (no washing required), to keep your reception space nice and tidy

### Cocktail Style Only

Priced based on needs. Please inquire if interested.





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All above amenities also include a standard 10% surplus for any potential damage, breakage, or dropping of dining items that may require replacement throughout your reception, at no extra charge. Our on site coordinator will assist any serving/bar staff with this throughout the evening if need be.

All dining packages also include the use of a freshly stocked coffee and tea side board, with a variety of local Rideau Roastery brews, a variety of herbal and black teas + hot water dispensers. All glass coffee cups, saucers and tea spoons included, as well as all creams, milks and sugars.

Glass 750 ml water bottles with stoppers are also included for tables - one for every 2 guests, filled, chilled and placed prior to dinner service.

One package must be selected upon booking your event, along with your estimated guest count. We are flexible, however, to modify your package selection up until 60 days before your event. Guest count can be modified, marginally, up until 30 days before your event, or even up until the week of if there are any last minute government gathering restrictions affecting your event.

A flat rate of \$10/guest is due for your reception packages upon finalizing your date in Spring/Summer 2021, with the balance due 30 days before your event. Please fairly budget your guest count, so as we can ensure there will be enough service/dinnerware all matching to supply your event (for 2022 we have partnered with a rental company to supply our linens and dishware so as to offer the broadest colour and variety options to our brides and grooms.)

If your guest count drops in any way from what you budgeted, you are only charged the per person dining rate for the number of guests in your final party.

Above packages include full set up and take down of the dining space items in your bundle, so you don't need to worry about any of that. We will provide you with the exact dimensions of the dining building, and you are responsible for giving us your desired table layout one month before your event so we can set the space accordingly. This ensures enough time for us to review it with you prior to your special day, to ensure adequate flow will be maintained.

Please note: clearing of dishware must be done by your caterers/serving staff after your meal/passed hors d'oeuvres to keep your event clear of clutter and to avoid any potential damage to our space. All dishware items need to be simply placed into our dish crates in our adjacent prep building, no washing required.





Wood cross back dining chairs come standard with all reception packages and are so pretty and sturdy!

Cross back dining cushions in ivory are also standard with all reception packages.





Wood farmhouse harvest tables that seat up to 10 are an option for your reception. No tablecloths are then required, but you still get a table runner of choice, and all other reception amenities you are including in your package of course.



## Dining Amenities In All Inclusive Package

Water goblets and wine glasses placed on tables for guests.





Choice of square or round white china dinner, side, & dessert plates. All placed as needed for your reception style (buffet, food truck, standard served 3 course etc.)



Glass 750 ml water bottles for tables: filled, chilled, & placed pre dining standard with any reception package.

Upgraded gold flatware set shown (\$2/guest additional over all inclusive rate). Otherwise, full stainless set is included in our all inclusive reception package.





