

Meeting Space Guide



Beverages

Freshly brewed regular or decaffeinated Van Houtte Coffee

50 Cup Thermo	\$100.00	1.9 L Thermos	\$25.00
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Selection of Numi brand specialty teas

50 Cup Thermos	\$100.00	1.9 L Thermos	\$25.00
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Assorted Canned Soft Drinks (based on consumption)	\$2.75 / each
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Assorted Bottle Juices (based on consumption)	\$3.00 / each
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Bottled Still Water (based on consumption)	\$3.50 / each
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Bakery Selections

Blueberry Cheese Cake Square	\$21.00 per dozen
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Carrot Cake Square with Cream Cheese Icing	\$15.00 per dozen
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Cranberry Apricot Oat Bar	\$15.00 per dozen
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Honey Granola Bar	\$17.00 per dozen
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Lemon Coconut Bar	\$21.00 per dozen
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Nanaimo Bar	\$21.00 per dozen
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Traditional Chocolate Brownie	\$15.00 per dozen
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Rice Crispy Square	\$17.00 per dozen
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Banana Loaf (eight portions)	\$16.00 per loaf
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Zucchini Chocolate chop Multigrain Loaf (eight portions)	\$16.00 per loaf
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Amaretto Biscotti	\$21.00 per dozen
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Bakery Platter with assorted croissants, Danish, and muffins	\$25.00 per dozen
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Breakfast Buffets

Deluxe Continental Breakfast

\$16.95 per guest

Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas • A selection of fresh juices • A Bakery selection of muffins, pastries, and scones
Butter, preserves, and honey • Assorted Yogurt • Assorted Cereal • Fresh Fruit Cocktail

European Breakfast

\$21.95 per guest

Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas • A selection of fresh juices • A Bakery selection of muffins, pastries, and scones
Butter, preserves, and honey • Sliced Tomato Platter • Cold Cut Platter • Sliced Domestic Cheeses • Fresh Fruit Cocktail

Rosedale on Robson Hot Buffet Breakfast

\$24.95 per guest

Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas • A selection of fresh juices • A Bakery selection of muffins, pastries, and scones • Butter, preserves, and honey • Assorted Yogurt • Fresh Fruit Cocktail • Scrambled Eggs • Home-style Hash Browns • Sausage and Bacon

Add to Any Breakfast Package:

Hard Boiled Egg	\$1.50 each
Bagels and Cream Cheese	\$3.50 each
Pancakes, Waffles or French Toast	\$3.50 per guest

Break Time

Movie Intermission

\$8.00 per guest

Assorted Soft Drinks • Popcorn, Potato Chips, Mixed Nuts • Assorted candy treats

Cookies & Milk & More

\$9.00 per guest

Cold 2% and Chocolate Milk • Assorted Cookies Platter • Freshly brewed regular and decaffeinated Van Houtte coffee and a selection of specialty teas

2pm Pick-Me-Up

\$10.00 per guest

Fresh Fruit Platter • Assorted Cookies • Freshly brewed regular and decaffeinated Van Houtte coffee and a selection of specialty teas • Assorted Soft Drinks and Juice

Naughty Nibbler

\$10.00 per guest

Assorted Cookies • Mixed Nuts • Pretzels • Potato Chips • Assorted Soft Drinks and Juice

Break Enhancements

Seasonal Fruit Platter \$6.00 per guest

Seasonal Vegetable Tray \$6.00 per guest

Domestic & Imported Cheese Board \$8.00 per guest

Bakery Platter with assorted croissants, Danish, and muffins \$25 per dozen



Lunch

Express Lunch

\$19.95 per guest

Soup of the Day • Garden Salad with house dressings • Assorted sandwiches • Fresh cut vegetables and dip • Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas

Create Your Own Masterpiece Station

\$22.95 per guest

Soup of the day • Garden Salad with assorted dressings • Selection of breads, buns, and tortilla wraps • Deli Meat Platter • Egg Salad and Tuna Salad • Tomato, Cucumber, Onion, and Lettuce • Domestic Sliced Cheeses • Pickle and Olive Trays • Assorted soft drinks and juice • Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas

Pita Package

\$26.95 per guest

Greek Salad • Mediterranean Couscous Salad • Roasted Garlic Hummus • Grilled Pita and Flat Breads • Chicken Souvlaki Skewers • Marinated Beef Skewers • Grilled Vegetable Skewers • Assorted soft drinks and juice • Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas

Hot Lunch Buffet

\$29.95 per guest

Soup of the day • Artisan Salad with selection of house dressings • Rice Pilaf • Seasonal Market Vegetables • Assorted soft drinks and juice • Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas

Lunch

Please select two of the following entrees:

- Chicken Breasts Stuffed with Sundried Tomatoes and Feta
- Tri-Colour Cheese Tortellini with Grilled Cajun Chicken
- Thin sliced Angus Roast Beef served with warm jus, horseradish, and Dijon mustard
- Freshly baked Meat or Vegetarian Lasagna
- Wild Mushroom Ravioli with pancetta and asparagus cream
- Roasted Pork Strip Loin with pineapple molasses
- Pesto Crusted Salmon Fillet

Options for Hot Lunch buffet

Additional entrée choices	\$5.00 per guest
Mediterranean Couscous Salad	\$2.00 per guest
Tomato and Bocconcini Salad	\$3.00 per guest



Canapés

Cold

\$35 per dozen

Vine Ripened Tomato Bruschetta • Prosciutto wrapped Pear and Blue Cheese • Shaved Roast Beef and Red Onion Crostini • Prosciutto Wrapped Asparagus • Tomato Bocconcini Skewers

Hot

\$30 per dozen

Chicken or Beef Satay Skewers with spicy Thai Peanut sauce • Garlic Chilli Prawn Skewers
Wild Mushroom & Roasted Garlic Tartlets • Assorted Quiches • Mini Meatball Sliders
Spanakopitas • Herb Crusted Lamb Lollipop

Platters

Assorted Seasonal Vegetable Tray

\$6.00 per guest

Includes creamy ranch dip

Domestic & Imported Cheese Board

\$8.00 per guest

Accompanied with crackers, breads, and dried fruit

Antipasto Platter

\$12.00 per guest

Grilled Asparagus and tomatoes, Olives, Artichokes,
Baby Bocconcini, Hummus & Pita Bread

Charcuterie Platter

\$15.00 per guest

Selection of domestic and imported cheese, salami,
cured meats, assorted crackers

Dinner Buffets

Roundhouse Classic Dinner Buffet

\$39.00 per guest

Classic Caesar Salad • Seasonal Market Vegetables • Rice Pilaf • Roasted Potatoes

Choice of Two Entrees:

- Thin sliced Angus Roast Beef served with warm jus, horseradish, and Dijon mustard
- Freshly baked Meat or Vegetarian Lasagna
- Seared Fish Filets with lemon caper butter
- Chicken Stuffed Breasts with sundried tomatoes and feta

Chef's Selection of Assorted Cakes & Pasties

Robson Dinner Buffet

\$45.00 per guest

Classic Caesar Salad • Artisan Salad with selection of house dressings • Seasonal Market Vegetables • Rice Pilaf • Roasted Potatoes • Choice of Three Entrees:

- Thin sliced Angus Roast Beef served with warm jus, horseradish, and Dijon mustard
- Freshly baked Meat or Vegetarian Lasagna
- Seared Fish Filets with lemon caper butter
- Wild Mushroom Ravioli with pancetta and asparagus cream
- Roasted Pork Strip Loin with pineapple molasses
- Pesto Crusted Salmon Fillet

Chef's Selection of Assorted Cakes & Pasties

Dinner Buffets all included:

Dinner rolls and butter • Freshly brewed Van Houtte regular and decaffeinated coffee and a selection of Numi brand specialty teas

Bar Service

Hosted Bar

All beverages are paid for by the host. All host bar prices are subject to 15% service charge and applicable taxes.

Cash Bar

Guests are responsible for paying for their own beverages. Cash bar prices include applicable Federal and Provincial taxes.

Alcoholic Beverages

Domestic Beer

Imported Beer

House Wine

Mixed Drinks

Host Bar

\$6.00 each

\$7.00 each

\$7.00 each

\$8.00 each

Cash Bar

\$7.00 each

\$8.00 each

\$8.00 each

\$9.00 each

Non-Alcoholic Beverages

Soft Drinks

Bottled Juice

Bottled Water

Host Bar

\$2.75 each

\$3.00 each

\$3.50 each

Cash Bar

\$3.50 each

\$4.00 each

\$4.50 each



Meeting Room Rates

Room Name	Daily Rate	Square Footage
Chevalier Room	\$500.00	1,530 square feet
Michiko Room	\$400.00	600 square feet
Stadium Room	\$400.00	560 square feet
Yaletown 1	\$250.00	400 square feet
Yaletown 2	\$250.00	400 square feet

Prices are a per day charge, and are before applicable taxes. Half Day Rates are available upon request and are dependent on room usage and requirements.

Room Styles & Capacity

	Chevalier	Michiko	Stadium	Yaletown I	Yaletown II
Theater	100	50	40	30	30
Classroom	60	40	25	16	16
Banquet (Rounds)	80	30	20	20	20
U-Shape	34	22	25	18	18
Boardroom	40	20	30	20	20
Reception	100	50	40	20	20
Square Footage	1530	600	400	400	400

Audio Visual

Screen	\$15.00 per day
Projector	\$250.00 per day
Laptop Computer	\$175.00 per day
Computer Speakers	\$30.00 per day
Power Par / Extension Cord	\$5.00 per day
Conference Phone	\$50.00 per day
Flip Chart includes paper and markers	\$10.00 each per day
Microphone (Wired - Requires speaker PA System for use)	\$30.00 per day
Microphone (Wireless - Requires speaker PA System for use)	\$115.00 per day
2 Speaker PA System	\$150.00 per day
4 Speaker PA System	\$200.00 per day
Television	\$350.00 per day
DVD Player	\$45.00 per day
Wireless Internet	Complimentary



Policies

Service Charge and Taxes

All food and beverage services are subject to a 15% service charge. All services are subject to 5% GST tax.

Guarantee Number of Guests

A guarantee of the number of guests attending the function(s) must be advised to the Catering Office at least three (3) business days prior to the function. Billing will be based on the guaranteed number of guests, or the actual attendees, whichever is greater. Should no guarantee be received, Rosedale on Robson will prepare and charge based on the original number of anticipated guests at time of booking set forth on the Event Order Form.

Should the final guaranteed number of guests decrease by more than 30% from the original estimated number, one of the following will apply:

The Hotel reserves the right to reassign the function to a smaller room that would be more suitable for the group size, and the Client will be charged for the difference in room rental between the original room booked and the room reassigned to.

OR

If the Hotel does not have another suitable room to relocate the function to, billing will be based on 70% of the original estimated number of guests given by the Client at the time of booking.

Price Guarantee

Due to fluctuating food costs, pricing is subject to change and can only be guaranteed 90 days prior to date of function. Specific event details are required at least 30 days prior to function. We ask that you advise the Hotel of your menu selections at this time, in order to ensure the availability of your choices.

Food and Beverage

The Rosedale on Robson will be the sole supplier of all food & beverage items, the only exception being wedding cakes. No food or beverage purchased from the Hotel may be taken from the banquet facility. Buffet products will be displayed for a maximum of one and a half (1 1/2) hours from the time stated on the event order at any function to ensure the quality and integrity of the product.

On the day of the event, any request made by an authorized representative to delay the original contracted start or end times of any food & beverage service (of more than 1/2 hour), will be subject to an addition labour charge of \$150 per hour. In such case Rosedale on Robson cannot guarantee the freshness or quality of food due to the increased length of warming time.

Special Dietary Requests

Should guests attending a function have any special dietary requests or food allergies and require special meal requirements, the Hotel must be notified at least 72 hours in advance with names of guest and catering needs, and the Hotel will make the necessary arrangements to accommodate the requests.

The Hotel property utilizes many different ingredients in menu items and there will be products that may contain nuts, nut products, dairy and/or soy products and the like, and the Hotel will not be liable for the guests' allergic reactions resulting from partaking the food items served at any food and beverage outlets and/or functions being held at the Rosedale on Robson.

Should any special dietary meals be requested on the day of the function in addition to the prior arrangements on the original catering agreement (banquet event order), the additional cost for the meals ordered will be charged to the Client and added to the final bill.

Departure Time

Function guests will be admitted to the function room and expected to depart within the times stated on the Event Order. Should additional time be required, a labour charge of \$75.00 per hour will apply.

Audio Visual Services

Should Client require to use an alternative supplier or bring in their own equipment, Client will receive one complimentary power outlet per function room, and additional outlets used will be subject to a power fee of \$50.00 per day for each outlet.

Additional Charges and Restrictions

Banquet room rental rates include normal set up and breakdown. Extensive set up, damage to property or room contract changes may be subject to additional labor charges. Signage and decorating requirements must be discussed with our Catering Office. Confetti is prohibited and its use by a Client or guest will result in cleanup charges.

In the event that any damage is caused, the person whose signature appears at the bottom of this contract is solely responsible for the damage, and is liable to restore any and all harm caused. The Hotel reserves the right to use the contractor of Hotel's choice to repair the damage and will provide invoices to the Client to the full payment.

Non-smoking Policy

No smoking allowed in Function Rooms or Public Areas / smoking is allowed outside the building only.

Shipping and Receiving Policy

Client is responsible for its own arrangements for shipping and receiving of materials and props in and out of the Hotel. Client must have a courier time and proper documentation before leaving items. The Hotel does not accept any liability for shipping or receiving on Client's behalf.

The Hotel will not be held responsible for any damage or loss to any Client property. Large shipments will not be accepted more than two (2) business days in advance of the function. Should the Client require secured storage space for Client property, it is the responsibility of the Client to make such arrangements.