

Current River Community Centre Banquet Catering Policy

DEPOSIT

A damage deposit of \$300.00 is required within 7 days of booking your event. Deposits may be refunded with 6 month notice. Cancellations with less notice will result in forfeiture of deposit unless date is rebooked.

MENU

14 days prior to event – menu must be arranged with office staff

7 days prior to event – final count on the number of plates needed is required.

75% of the catering fee is due at this time.

We only prepare 5% above the final guaranteed number.

14 DAYS PRIOR TO YOUR EVENT

Payment is due for the final balance of your account as invoiced. A 5% monthly charge will be applied to overdue accounts. All prices are subject to HST.

Renters are required to apply for their liquor permit/license, bring in your alcohol, and removal of all alcohol from the hall by 1:30 AM upon closing of your event.

All liquor & beer must be purchased in Ontario.

Prices are subject to change without notice. Prices quoted are guaranteed upon the SIGNING of the Banquet Catering Agreement and deposit has been paid.

For wedding liquor related functions over 120 people require 2 bartenders. Cost is \$125 per bartender.

A 5% gratuity will added on the final invoice on all events.

***Shags** require three (2) bartenders and 1 bar supervisor (someone on the floor at all times). Cost is \$100.00 per bartender. A corkage fee of \$1.50 per person based on the number of persons listed on the Rental Agreement/Liquor Permit will be levied.*

Tablecloths cost \$2.00 per table

Confetti, magnetic confetti, rice and any candles not enclosed are STRICTLY

***PROHIBITED** (Floating or flameless candles are allowed). Failure to adhere to this policy will result I extra charge to cover additional cleaning costs.*

Items such as napkins, matches, gifts that you wish to be placed at each place setting must be delivered to the Community Centre office ONE DAY PRIOR TO YOUR EVENT

CAPACITY

Up to 200 people seated with dance floor

240 people seated without dance floor