



2019

CATERING PACKAGE

CHATEAU
NOVA

Chateau Nova Peace River
10010 - 74 street
Peace River, AB T8S 0B3
T. 780.624.3344
E. cateringpeaceriver@novahotels.ca

BANQUET SPACE

ROOM CAPACITY

| | | ROOM | |
|--------|-----------------------|----------------------|------------------|
| | | CARIBOU 31' x 33' | ELK 59' x 76' |
| SET UP | THEATRE | 80 | 369 |
| | STAND UP RECEPTION | 120 | 441 |
| | CLASSROOM | 36 | 130 |
| | BANQUET | 50 | 250 |

REFRESHMENTS

BEVERAGES (NON-ALCOHOLIC)

Freshly Brewed Coffee & Tea *(10 Cups)*

Freshly Brewed Coffee & Tea *(50 Cups)*

Bottled Water, Pop & Sparkling Water
(based on consumption)

Bottled Juice

COFFEE BREAK

Assorted Muffins

Assorted Pastries

Cinnamon Sticky Buns

Assorted Cookies

Assorted Dessert Squares

Individual Fruit Yogurt

Fresh Whole Fruit

Fresh Fruit Platter *(serves 25)*

BUFFETS

BREAKFAST BUFFETS

Minimum of 20 People

Continental Breakfast

Selection of Fruit Juices
Fresh Fruit Platter *with yogurt dip*
Assorted Muffins
Pastries and Croissants
Freshly Brewed Coffee & Tea

Healthy Start

Selection of Fruit Juices
Fresh Fruit Platter *with yogurt dip*
Yogurt
Assorted Cereals, Granola & Milk
Multi Grain Bread *for toasting*
Freshly Brewed Coffee & Tea

Nova Hot Breakfast

Selection of Fruit Juices
Fresh Fruit Platter
Assorted Muffins
Pastries and Croissants
Farm Fresh Scrambled Eggs
Home-Style Hash Browns
Double Smoked Bacon
Pork Sausage
Butter, Jams & Preserves
Freshly Brewed Coffee & Tea

BREAKFAST ENHANCEMENTS

Minimum of 20 People

Assorted Cold Cereals

Hot Oatmeal

Pancakes *with butter & syrup*

French Toast

Bacon, Sausage or Ham

Eggs Benedict

Chef's Omelette Station

BUFFETS

LUNCH BUFFETS

Minimum of 20 People

Soup & Assorted Sandwiches

Chef's Daily Soup Creation
Classic Caesar Salad
Assorted Sandwiches
& Wraps to Include:
*roast beef, smoked turkey
and black forest ham*
Vegetarian Options
Assorted Dessert Squares
Freshly Brewed Coffee & Tea

Pasta Lunch

Classic Caesar Salad
Garlic Toast
Vegetable Platter
with ranch dip
Spaghetti
with tomato meat sauce
Penne Alfredo
Vegetarian Lasagna
Assorted Dessert Squares
Freshly Brewed Coffee & Tea

Build Your Own Burger

Mixed Greens
with assorted dressings
Creamy Coleslaw
French Fries
Kaiser Buns
Alberta Beef Patties
Lettuce, Sliced Tomatoes,
Sliced Onions, Cheese
Mayonnaise, Ketchup,
Mustard, Pickles
and Jalapeños
Fresh Fruit Platter
Assorted Dessert Squares
Freshly Brewed Coffee & Tea

Hot Lunch

Warm Rolls *with butter*
Classic Caesar Salad
Pasta Salad
Herb Roasted Potatoes
Seasonal Steamed
Vegetables
A Choice of:
Roasted Chicken
with wild mushroom sauce
or
English Cut Roast Beef
in au jus
Assorted Dessert Squares
Fresh Fruit Platter

BUFFETS

DINNER BUFFETS

Minimum of 30 People

The Ukrainian

Warm Rolls *with butter*
Ukrainian Salad
*with green pea, carrot, turkey, mayo,
pickles, mustard, red onion*
Fresh Vegetable Platter *with herb dip*
Cabbage Rolls
Perogies *with cheese and bacon*
Grilled Farmer Sausage *with sauerkraut*
Fresh Fruit Platter
Assorted Dessert Squares
Freshly Brewed Coffee and Tea

The Nova

Warm Rolls *with butter*
Mixed Greens *with assorted dressings*
Classic Caesar Salad
Fresh Vegetable Platter *with herb dip*
Herb Roasted Potatoes
Seasonal Steamed Vegetables
Roasted Tender Chicken
in hunter sauce
English Cut Roast Beef
with a wild mushroom gravy
Fresh Fruit Platter
Assorted Dessert Squares
Freshly Brewed Coffee and Tea

The Chateau

Warm Rolls *with butter*
Mixed Greens *with assorted dressings*
Classic Caesar Salad
Fresh Vegetable Platter *with herb dip*
Assorted Cheese Platter
Seasonal Steamed Vegetables
Herb Roasted Baby Potatoes
or
Garlic Mashed Potatoes
Vegetarian Lasagna

Choose any two of the following:

Grilled Chicken Breast
with mushroom sauce
or
Alberta Roast Beef
with peppercorn sauce
or
Baked Salmon *with lemon dill cream sauce*

Fresh Fruit Platter
Assortment of Dessert Squares
Freshly Brewed Coffee and Tea

BUFFET ENHANCEMENTS

Sold per person

Cabbage Rolls

Perogies

Atlantic Salmon

Garlic Shrimp

PLATED MEALS

PLATED LUNCH

Minimum of 20 People

Please Choose One Entrée for the Group

(All guests will be served the same meal with the exception of special dietary requirements)

Entrée Options

Chicken Parmesan

served with potatoes and vegetables

or

Penne Alfredo *with chicken or shrimp*

served with potatoes and vegetables

or

Steak Sandwich

cooked medium on garlic toast

All Entrées Include

Warm Rolls *with butter*

Choice of Mixed Green Salad or Classic Caesar Salad

Chef's Choice of Potato & Seasonal Vegetables

Assorted Dessert Squares (plated per table)

Freshly Brewed Coffee & Tea

PLATED MEALS

PLATED DINNER

Minimum of 20 People

Please Choose One Entrée for the Group

(All guests will be served the same meal with the exception of special dietary requirements)

Entrée Options

CHOOSE ONE:

Chicken Supreme
with peppercorn sauce

or

BBQ Salmon Filet
6oz filet covered in bbq sauce

or

New York Steak
8oz cooked medium

or

Fettuccini Alfredo
or

Prime Rib
with horseradish and au jus

Accompaniments

CHOOSE ONE:

Mixed Green Salad
or

Classic Caesar Salad

CHOOSE ONE:

Garlic Mashed Potatoes
or

Herbed Roasted Potatoes
or

Wild Mushroom Rice

Desserts

CHOOSE ONE:

New York Cheesecake
with fresh berry compote

or

Crème Brûlée

or

Sticky Toffee Pudding

Includes

Warm Rolls *with butter*
Seasonal Steamed Vegetables
Freshly Brewed Coffee & Tea

PLATED MEALS

PLATED DINNER ENHANCEMENTS

Minimum of 20 People

Please Choose One Appetizer, Soup or Salad for the Group

(All guests will be served the same choice with the exception of special dietary requirements)

Soup

Wild Mushroom

Tomato & Red Pepper Bisque

Salad

Strawberry Spinach Salad

Mediterranean Salad

Tomato Bocconcini Salad

Appetizers

Bruschetta

*fresh tomato, onions, garlic,
and herbs on crostini*

Chicken Wings

served lollipop style

Shrimp Cocktail

*with chiffonade of lettuce,
cocktail sauce and lemon wedge*

Jumbo Shrimp

in garlic butter

RECEPTION

The Nova

Assorted Finger Sandwiches

Assorted Pickles and Olives

Fresh Vegetable Platter

with herb dip

Fresh Fruit Platter

Assorted Cheese Platter

with biscuits and sliced baguettes

Choose Three Items:

Beef or Chicken Skewers

Vegetarian Spring Rolls

Breaded Shrimp

Dry Garlic Ribs

Chicken Wings

Assorted Dessert Squares

Freshly Brewed Coffee & Tea

The Chateau

Assorted Open Faced Sandwiches

Assorted Pickles and Olives

Fresh Vegetable Platter

with herb dip

Fresh Fruit Platter

Assorted Cheese Platter

with biscuits and sliced baguettes

Tomato Bruschetta

on toasted baguettes

Charcuterie Board

Hummus

with baked pita chips

Choose Three Items:

Teriyaki Chicken Skewers

Beef Kabobs

Scallops Wrapped in Bacon

Rolled Sirloin Alberta Beef

with horseradish

Salt & Pepper Chicken Wings

Calamari

Assorted Dessert Squares

Freshly Brewed Coffee & Tea

RECEPTION

CANAPÉS AND HORS D'OEUVRES

Sold by the dozen

Minimum of 2 dozen each per order | Add \$3.00 per person for butler service

Cold Canapés

Bruschetta

Prosciutto *with fresh melon*

Cucumber Stuffed with Crab

Hot Hors D'Oeuvres

Spring Rolls *choice of vegetarian or pork*

Jalapeno Chicken Balls

Mini Cheese Quesadillas

Potstickers

Mini Quiche

BBQ Glazed Meatball

Deluxe Cold Canapés

Jumbo Butterfly Shrimp *with cocktail sauce*

Rolled Sirloin Alberta Beef *with horseradish*

Smoked Salmon on Crostini *with dill cream cheese*

Deluxe Hot Hors D'Oeuvres

Teriyaki Chicken Skewers

Beef Kabobs

Chicken Satay

Panko or Garlic Shrimp

Jumbo Chicken Wings

Dry Garlic Ribs

RECEPTION

RECEPTION ENHANCEMENTS

Minimum 20 people per order

Fried Perogies

Mozza Sticks

Flambé Jumbo Shrimp - *garlic, cajun, or lemon pepper*

Alberta Prime Rib Carving Station - *kaiser buns and condiments*

RECEPTION PLATTERS

Platters serve 25 people

Hummus *with baked pita chips*

Fresh Vegetable Platter *with herb dip*

Spinach and Artichoke Dip *with sliced baguettes*

Assorted Deli Meats *with fresh buns, sliced cheese and condiments*

Fresh Fruit Platter

Assorted Finger Sandwiches *(quartered)*

Assorted Dessert Squares

Assorted Cheese Platter *with assorted crackers*

AUDIO VISUAL

Please let our Sales & Catering Manager know if you require any further items not listed. We would be happy to assist in making arrangements with a third party vendor at the cost of the convenors

ON-SITE A/V EQUIPMENT

White Board

Flip chart

Wireless Microphone

Speaker Phone

Lapel Microphone

LCD Projector and Screen

** long distance charges will be extra*

ON-SITE A/V TECHNICIAN SERVICE

(min. one week notice)

Mon-Fri

(7am – 5pm)

Sat & Sun

Holidays/After-Hours

ALCOHOL & MUSIC

ALCOHOL

| Bar Services | Cash Bar | Host Bar |
|-----------------|----------|----------|
| Highballs | | |
| Premium Spirits | | |
| Domestic Beer | | |
| Premium Beer | | |
| Liqueurs | | |
| Glass of Wine | | |
| Bottled Wine | | |

Corkage Bar Service

Host supplies all of the alcohol

Liquor license required

Nova Hotels supplies the mix, garnish and bartender

All items must be clearly labeled with host's name and delivered to the hotel 24 hours prior to the function date

SOCAN & RE:SOUND

"SOCAN" and RE:Sound are fees implemented by the government to compensate recording artists and recording companies when music is played.

SOCAN ensures songwriters, composers and music publishers continue to own the song. It is their intellectual property.

RE:Sound ensures the company still owns the physical recording of a song.

It is important to note SOCAN is responsible for both LIVE and RECORDED music whereas RE:Sound covers solely recorded music

| | SOCAN | RE:SOUND | TOTAL |
|----------------------------|-------|----------|-------|
| Caribou Room without dance | | | |
| Elk Room without dance | | | |
| Elk Room with dance | | | |

TERMS & CONDITIONS

BANQUET AND CATERING POLICIES AND AGREEMENTS

Our Catering and Banquet professionals are committed to ensuring that every detail is administered to your complete satisfaction. In order to ensure that your event runs smoothly we request you acknowledge the following policies:

- 1 To confirm a corporate booking, a valid credit card must be provided at the time of booking. To confirm an event booking a \$1000.00 non-refundable deposit is required. The deposit will go towards your final invoice.
- 2 One (1) day meetings require 72 hours' notice of cancellation or full room rental and food charges will apply. For weddings and social events, please ask our catering co-ordinator for more details.
- 3 Two (2) or more day meetings require fourteen (14) day notice of cancellation or full room rental and food charges will apply
- 4 All menu prices are subject to change due to fluctuating food and beverage costs. Prices for all banquet meals are guaranteed for three (3) months prior to the date of the function.
- 5 Confetti, rice or any such items are not allowed on the premises. All candles must be contained. Tapered candles and dry ice are not permitted due to fire hazard. Please ask our catering co-ordinator for restrictions on room decoration.
- 6 Events are to be fully paid 72 hours prior to the function date. A signed copy of our Catering contract will ensure that all the agreed upon arrangements are fulfilled.
- 7 A guaranteed number of people is required 72 hours prior to the function date (including special dietary requirements.) The initial number will become guarantee if Catering office is not informed by this time.
- 8 With the exception of Wedding cakes, all food must be provided by the Chateau Nova Peace River Hotel. Outside food is not permitted in the banquet facilities.
- 9 The Chateau Nova Peace River is not responsible for lost, stolen or damaged articles left in the hotel prior, during or following any function. All articles must be removed immediately following the function.
- 10 All food products are guaranteed for 2 hours. If food is requested to remain in the room for a longer time period, an additional labour charge of \$300 per hour plus service charge will be applied.

TERMS & CONDITIONS

11 The hotel reserves the right to inspect and control all private functions.

12 The town of Peace River noise bylaw is in effect at this location. The Chateau Nova Peace River reserves the right to inspect and control all private functions, including the conduct and performance of entertainers and the audible level of music played. Live bands are welcome at our hotel, however, due to the restrictions of some of our rooms, this form of entertainment may not be appropriate. Please confirm with our Catering office before booking live entertainment. All DJ or live music must cease by 12:30 am. All banquet rooms must be vacated by 2:00 am.

13 All functions which have a DJ or live band music are subject to SOCAN and RE:Sound fees as established by the Society of Composers, Authors and Music Publishers of Canada.

14 We are governed by the Alberta Gaming and Liquor Commission regulations; liquor service is not permitted after 1:00 am. All entertainment should cease by that time in order to vacate all function rooms no later than 2:00 am.

15 As per Alberta Health Services regulations, food may not be taken from the hotel.

16 The hotel reserves the right to terminate liquor service at any time if those services are not in accordance with regulations of the Alberta Gaming and Liquor Commission. Absolutely no outside liquor is permitted any time. Please ask our catering co-ordinator about our liquor service policy

17 Banquet room prices include standard set up for functions. Additional set up fees may apply for labour cost beyond a standard set up or any last minute changes

18 All Audio/Visual requirement must be reserved through our sales & catering co-ordinator no later than 72 hours prior to the function date. A 48 hour cancellation written notice is required; otherwise the equipment ordered will be charged accordingly.

The performance of this contract is contingent upon the ability of management to complete the same and is subject to the acts of God, labor troubles, disputes or strikes, accidents, government restrictions, transportation of food and beverage or supplies and other causes beyond the control of management preventing or interfering with performance.

Date: _____

Event Date: _____

Signature: _____

Print Name: _____



All food and beverage items are subject to 18% gratuity and 5% gst
Price subject to change without notice