



## General Banquet Information

The following banquet menu selections are merely suggestions. Our Banquet Manager and Executive Chef would be delighted to arrange special menus to suit your particular needs.

- For your decorating ideas, prior consent with our office is required.
- We ask that you advise the Hotel of your menu selection at least 15 days prior to the function date in order that you may be assured of your choice.
- The banquet office must be notified as to the guaranteed number of guests attending the function 72 hours prior to the event.
- The Stanford Inn reserves the right to provide an alternative function room should the guaranteed number of guests greatly differ the original expected number.
- The Hotel takes precautions to safe guard the property of clients, however, it is not responsible for damage or loss of any articles left on the property, prior to, during, or following any function by the client or his guests.
- The Stanford Inn will be the sole supplier of all food & beverage items, the only exception being wedding cakes and birthday cakes. As well, any food or beverage supplied by the Hotel must be consumed during your function, as it may not leave the building due to health regulations.
- All deposits are binding to confirm arrangements and space. These deposits are refundable only if the space released is resold or if the space is cancelled 30 days prior to the function date.
- We would be happy to assist you with Audio Visual Requirements. The customer is also responsible for any damage to equipment while in their possession. This will also include any damage to linen or rugs causing them to be cleaned immediately or replaced.
- Prices quoted are guaranteed for 90 days prior to the function date.
- All food & Beverage servers are subject to our customary 15% gratuity.
- All services are subject to the 5% G.S.T
- Please be sure to make payment and billing arrangements prior to your banquet function. If for some reason you are unable to pay the same day, your contract will be moved to front desk so that you may make your payment there.
- Please be advised that we will charge you for the confirmed amount of people that you have given us if it is not changed within 48 hours of the function.
- Should you have any alcohol served at your banquet please inform us as to how you plan on helping to insure that your guests get home safely. If required the Stanford Inn will supply you with a list of phone numbers and suggestions for other means of transportation home. The Stanford Inn would like to promote the safety of all of our guests and yours.
- Should you have any questions, please feel free to contact our Conference Facilities Manager Jennifer Doucet at 1-780-539-5678.
- **Prices are subject to change without notice.**



### **Coffee Breaks**

Coffee by the Pot	\$8.00
Coffee –50 Cup Urn	\$50.00
Soft Drinks Jug	\$10.00
Soft Drinks Bottled	\$2.00
Fruit Juice Jug	\$13.00
Juice canned	\$2.00

### **Standard Continental Breakfast**

Muffins, Danish, coffee, tea and juice  
\$4.25 per person

### **Extended Continental**

Muffins, Danish, coffee, tea, juice and soft drinks  
\$5.25 per person

### **Individual Selections**

Assorted Squares	\$1.95per person
Fruit Platter	\$5.10per person
Vegetable Platter	\$3.50per person
Assorted Sandwiches	\$4.75per person



### **Breakfast Plate Service**

2 Eggs (any style)  
Ham, Bacon or Sausage  
Hashbrowns  
Toast  
Fruit Juice  
Coffee or Tea

\$10.95per person

Eggs Benedict  
Hashbrowns  
Fruit Juice  
Coffee or Tea

\$10.95per person

New York Steak & Mushrooms  
2 Eggs (any style)  
Hashbrowns  
Toast  
Fruit Juice  
Coffee or Tea

\$15.95per person

Fruit Salad  
Toast  
Fruit Juice  
Coffee or Tea

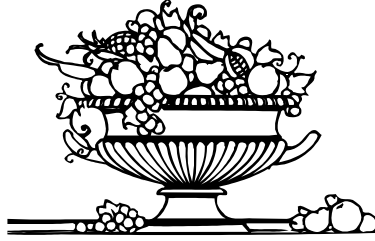
\$6.75per person

Pancake  
Choice of Fruit topping  
Bacon or Sausage  
Fruit Juice  
Coffee or Tea

\$11.95per person

French Toast or Waffle  
Choice of Fruit Topping  
Bacon or Sausage  
Fruit Juice  
Coffee or Tea

\$11.95per person



**Breakfast Buffet**  
**Minimum of 25 people required**

**Buffet #1**

Scrambled Eggs  
Hashbrowns  
Bacon, Ham & Sausage  
Toast  
Assorted Fruit Juice  
Coffee & Tea

\$11.95per person

**Buffet #2**

Scrambled Eggs  
Hashbrowns  
Bacon, Ham & Sausage  
French toast  
Pancakes  
Assorted Fruit Juice  
Coffee & Tea

\$12.95per person

**Buffet#3**

Eggs Benedict  
Hashbrowns  
Ham, Bacon & Sausage  
Toast  
Chilled Fruit Juice  
Coffee & Tea

\$11.95per person



## **Lunch Menu**

Soup, Sandwiches, Veggie Tray, Dessert, Coffee or Tea

\$9.95per person

Lunch Buffet (Only in Salon A )  
Offered Monday – Friday 11:30am-2:00pm

\$12.95 per person

Please be advised that with ordering off of this menu a confirmed amount of guests will be required. You will be charged for the amount of people that you have confirmed.

Upgrade your dessert to cheesecake for \$2.25per person, Strawberry or Raspberry.



## Dinner Menu

Three course meals served with: choice of soup, ceaser, tossed or vegetable salad, homemade buns, choice of potato or rice pilaf, vegetables of the day and Chef's choice of dessert.

Traditional Roast Beef Dinner with Yorkshire pudding	\$16.95
Turkey Dinner with Stuffing and traditional cranberry sauce	\$16.95
Prime Rib Dinner with Yorkshire pudding and au jus	\$27.95
Chicken & Rib Combo	\$26.95
Half Roast Chicken with Stuffing	\$16.95
Stuffed Pork Loin	\$17.95
Chicken Cordon Bleu with White Wine Mushroom Sauce	\$18.95
Stuffed Pork Chops	\$19.95



**Hot Dinner Buffet**  
Minimum of 30 people

Tossed Green Salad with dressing  
Italian Pasta Salad  
Potato Salad  
Ceaser Salad  
Marinated Vegetable Salad  
Fresh Homemade Buns

Vegetable Tray  
Cheese Tray  
Pickle Tray

Mashed Potato, Oven Roasted Potato or Stuffed Potato  
Fresh Vegetables  
Gravy

Choose one of the following:

Roast Beef  
Glazed Ham  
Roast Turkey

Assorted Squares and Cakes  
Coffee & Tea

\$21.95per person

Upgrade your meat choice to Prime Rib for an additional \$7.00 per person.

Add a second meat choice of equal value for only \$3.00 per person.

**If you would like to change anything on our buffet please notify the banquet department and we will do our best to accommodate your requests.**



### **Salon A & Salon B** **Set-ups & Capacity**

**Salon A**  
975sq.ft.

U-Shape  
Maximum of 28 plus head table

Classroom  
Maximum of 31 people plus head table

Theatre  
Maximum of 47 people plus head table

Boardroom  
Maximum of 28 people

Round  
Maximum of 47 people

**Salon B**  
600sq.ft.

U-Shape  
Maximum of 15 people plus head table

Classroom  
Maximum of 24 people plus head table

Theatre  
Maximum of 25 people plus head table

Boardroom  
Maximum 18 people

Round  
Maximum of 30 people



## Bar Service

### **Host Bar:**

Is suggested when a company or individual is hosting the reception, and is therefore paying for all the guest's beverages. The Stanford Inn provides the complete bar, with misc, ice and glassware. A bartender is also provided for you at a fee of \$13.00 per hour. You will also be responsible for paying the bartender a half hour set up and a half hour take down of the bar.

### **Cash Bar:**

Is suggested when your guests are responsible for paying for their own drinks. The Stanford Inn provides the complete bar, with misc, ice and glassware. A bartender is also provided for you at a fee of \$13.00 per hour. You will also be responsible for paying the bartender a half hour set up and a half hour take down of the bar.

### **The following applies to both of the above bars:**

House Brand Highballs (1oz)	\$4.21
Domestic Beer Bottle	\$4.21
House Wine (6oz)	\$3.60
Premium Liquors	\$4.75-\$6.75
Deluxe Liquors	\$4.75-\$6.75
Coolers	\$4.68
Cocktails (1oz)	\$4.95
Import Beer	\$4.68

**These Prices Do Not Include G.S.T.**

### **Corkage Bar:**

Our corkage fee is \$3.50 per person + G.S.T. The corkage fee covers glassware, ice, stir sticks, condiments and various mixes.



**The Stanford Inn would like to make sure that you get home safely.**

For any function that alcohol is served please inform us through writing or fax what planning procedures you have in order to make sure that your guests get home safely without drinking and driving.

**Some Suggestions:**

**Booking Hotel Rooms**

Please contact front desk @ 1-780-539-5678

**Ordering a cab company for all individual for the evening**

Yellow Cabs 1-780-539-3366

Comet Taxi 1-780-402-2111

Prairie Cabs 1-780-532-1060

Swan Cabs 1-780-539-4000

Keys Please 1-780-814-5866

Georges Drivers Service 1-780-814-5866

Please be advised that any bartender, server or manager of the Stanford Inn reserves the right to refuse service if an individual is suspected of intoxication.

We also reserve the right to ask for any identification or proof that the individual is 18 years of age or older.

**Fax # 1-780-538-3913**



**Banquet Charges**  
(G.S.T. will be added)

**Room Rental:**

\$65.00 – Half Day (4 hours or less)

\$90.00 – Full Day (4 – 8 hours)

\$140.00 – (8 – 12 hours)

**Equipment:**

\$35.00 – T.V / V.C.R / D.V.D Player per day

\$15.00 – Overhead per day

\$105.00 – Espon Powerlite SI per day

\$25.00 – Teleconferencing Phone per day ( please be advised that we need 24 hrs notice)

**Each room is equipped with a fold out 6-foot presentation cabinet that includes:**

**Flipchart**

**Bulletin Board**

**Whiteboard**

**Overhead Screen**

**Banquet Room Set-Ups**  
(Please be sure to choose a set up for you banquet function.)

**Theatre Style**



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**Classroom**



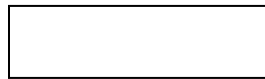
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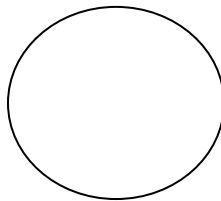
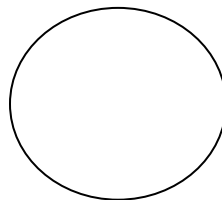
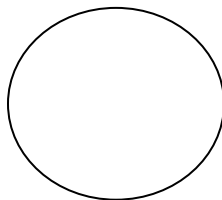
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**Round**

(Each table will seat up to eight people)



**Boardroom Setup is also available.**