



EXECUTIVE ROYAL HOTEL®

NORTH CALGARY, ALBERTA

Catering Package 2019

Beverages & Break Items

Regular or Decaf Coffee with Hot Water & Regular Tea Bags

All Coffee Services include International Creamers

10 Cup Urn and Tea Bags	\$22
25 Cup Urn and Tea Bags	\$48
50 Cup Urn and Tea Bags	\$90
100 Cup Urn and Tea Bags	\$160

Additional Beverages

Herbal Tea (per bag, charged on consumption)	\$3
Hot Chocolate (per bag, charged on consumption)	\$3
Assorted Soft Drinks (355mL Can charged on consumption)	\$2.75
Bottled Water (500mL Bottle charges on consumption)	\$3
Assorted Juice (300mL Bottle, charges on consumption)	\$3.25
Perrier Water (330mL Bottle, charged on consumption)	\$3.50
Milk per 60 oz. Pitcher (2% White & Chocolate)	\$20
Juice per 60 oz. Pitcher	\$18
<i>(Orange, Apple, Ruby Red Grapefruit, Cranberry, Passion-Guava)</i>	

Bakery & Break Items

	Each	Dozen
Assortment of Breakfast Pastries	\$3	\$32
Large Cinnamon Buns	\$4	\$36
Assorted Fruit Loaves	\$3	\$32
Bagels with Cream Cheese	\$3	\$32
Assorted Dessert Squares	\$2.50	\$28
Assorted Cookies	\$2.25	\$25
Rice Crispy Squares	\$2	\$21
Breakfast or Granola Bars	\$3	\$32
Whole Fruit (Apples, Banana's & Oranges)	\$2	\$20
Seasonal Fresh Fruit Plate	\$6	\$60
Assorted Yogurts (125mL)	\$3	\$29
Assorted Chocolate Bars	\$2.50	\$20

Gluten Free Options

	Dozen
Gluten Free Cookies	\$27
Gluten Free Muffins	\$38
Gluten Free Fruit Loaf	\$38
Gluten Free Granola Bar	\$37

Themed Breaks

European Picnic

\$10/per person

Cured Italian Meats
Domestic & International Cheese
Mixed Pickles & Olives
A variety of Crackers
Grape Clusters
Ice Tea & Lemonade

Milk & Cookies Please!

\$9/per person

Freshly Baked Cookies
Variety of Chocolate bars
Ice Cold Milk (2%)
Regular Coffee & Tea

Fruits-A-Plenty

\$9/ per person

Fresh Cut Fruit Salad
Whipped Blueberry Cream Cheese Topping
Lady Fingers
Chilled Apple and Orange Juice

Arctic Chill

\$8/per person

Assorted Flavors of Ice Cream Bars
Regular Coffee & Tea

Goodies in a Basket

\$8/per person

Rice Krispy Squares & Chocolate Bars
Regular Coffee & Tea

Tea Party

\$9/per person

A variety of Fresh Baked Scones
Flaky Croissants
Assorted Jams & Butter
Seasonal Fresh Fruit Slices
Regular Coffee & Herbal Teas

Afternoon Intermission

\$15/per person

Pretzels, Nacho Chips & Salsa
Chicken Wings & Assorted Dips
Raw Vegetables & Dip
Soft Drinks

***Afternoon Intermission can be added to any of the Meeting Bundles for an additional \$7 per person.**

Executive Meeting Bundle

Includes:

Executive Breakfast Buffet

Assorted Muffins
Butter & Preserves
Country Style Scrambled Eggs
Crisp Bacon & Sausage (Pork & Beef)
Golden Hash Browns
Chilled Juices
Freshly Brewed Regular Coffee & Tea

AM Break

Cinnamon Buns
Seasonal Sliced Fresh Fruit Platter
Freshly Brewed Regular Coffee & Tea

Lunch

Choose One(1) of the Following Buffets (descriptions are on page 8):

Corporate Luncheon
Taste of Sicily
Mexican Fiesta

PM Break

Choose One(1) of the Following Themed Breaks (descriptions are on page 2):

European Picnic
Milk & Cookies Please!
Fruits-A-Plenty
Arctic Chill
Goodies in a Basket
Tea Party

Room Rental Fee Waived
Podium & Microphone
6ft or 8ft Screen with AV Cart and power

\$62 per person
(Minimum 20 people)

Royal Meeting Bundle

Includes:

Continental Breakfast Buffet

Freshly Baked Assorted Pastries
Butter & Preserves
Seasonal Sliced Fruit
Granola & Low Fat Yogurt
Chilled Juices
Freshly Brewed Regular Coffee & Tea

AM Break

Fruit Loaves
Freshly Brewed Regular Coffee & Tea

Lunch

Choose One(1) of the Following Buffets (descriptions are on page 7):

Artisan Picnic
Deli Table
Corporate Stir-Fry

Add \$3 per person for the buffets below (descriptions are on page 8):

Corporate Luncheon
Mexican Fiesta
Taste of Sicily

PM Break

Choose One(1) of the Following Themed Breaks (descriptions are on page 2):

Milk & Cookies Please!
Fruits-A-Plenty
Arctic Chill
Goodies in a Basket

Room Rental Fee Waived
Podium & Microphone
6ft or 8ft Screen with AV Cart and Power

**\$52 per person
(Minimum 20 people)
Add \$4 for Hot Breakfast
Buffet (Country Style)**

Breakfast Buffets

All Breakfast Buffets come with assorted Chilled Juices, Regular Coffee & Red Rose Tea Bags with Hot Water.

Royal Continental Buffet

\$17/per person

Fresh Danishes, Muffins & Croissants
Banana Bread, Butter & Preserves
Sliced Fresh Fruit
Granola & Fruity Yogurt

Frittata Breakfast Buffet

\$18/per person

Fresh Danishes, Muffins & Croissants

Choice of One(1):

Vegetarian Frittata (spinach, onions, red and green peppers, cheese)

Or Bacon Frittata (Bacon, Onion, Cheese)

Sliced Fresh Fruit
Low Fat Yogurt

Executive Breakfast Buffet

\$19/per person

Assorted Muffins
Country Style Scrambled Eggs
Crisp Bacon & Sausage (Pork & Beef)
Golden Hash Brown Potatoes

The Western Breakfast Buffet

\$19/per person

Assorted Muffins
Crisp Bacon & Sausage (Pork & Beef)
Flap Jacks with Syrup
Country Style Scrambled Eggs
Baked Beans

Country Style Breakfast Buffet

\$20/per person

(Minimum of 20 guests required)

Fresh Baked Croissants
Sliced Fresh Fruit
Crisp Bacon & Sausage (Pork & Beef)
Eggs Benedict (Your choice of Ham Eggs Benedict or Tomato Eggs Benedict)
Golden Hash Brown Potatoes
Buttermilk Pancakes with Syrup

Served Breakfasts

The Classic

\$18/per person

Country Style Scrambled Eggs

Choice of One(1) Protein:

Crispy Bacon

Ham

Sausage

Golden Hash Brown Potatoes

Toast

Served with a Glass of Chilled Orange Juice

Regular Coffee & Tea

The Calgarian

\$18/per person

Buttermilk Pancakes

Choice of One(1) Protein:

Crispy Bacon

Ham

Sausage

Country Style Scrambled Eggs

Served with a Glass of Chilled Orange Juice

Regular Coffee & Tea

The Executive

\$19/per person

Eggs Benedict

Golden Hash Brown Potatoes

Fresh Fruit on the Side

Served with a Glass of Chilled Orange Juice

Regular Coffee & Tea

Lunch Buffets

Artisan Picnic

\$23/per person

Soup of the Day

Chef's Choice of Two Deli Salads

The below items are served on Artisan Breads & Wraps:

Smoked Turkey with Swiss Cheese & Cranberry Mayonnaise

Roast Beef with Havarti & Horseradish Mayonnaise

Genoa Salami with Smoked Gouda & Dijon Mayonnaise

Corned Beef with Swiss Cheese & Russian Dressing

Spicy Capocollo with Cheddar Cheese & Dijon Mayonnaise

Egg Salad & Tuna Salad in Flour Tortilla Wraps

Array of Cakes, Pies & Squares

Regular Coffee & Tea

Deli Table

\$24/ per person

(Minimum of 20 guests required)

Tossed Salad with Assorted Dressings

Soup of the Day

Vegetable Platter with Dip

Chef's Choice of Two Deli Salads

Selection of Various Breads

Smoked Turkey, Roast Beef, Genoa Salami, Corned Beef & Spicy Capocollo

Tuna & Egg Salad Spread

Sliced Domestic Cheeses

Lettuce, Tomato, Cucumber Slices

Pickle Tray and Condiments

Array of Cakes, Pies & Squares

Regular Coffee & Tea

****Gluten Free Bread available at an additional \$4.00 per guest**

Corporate Stir-fry

\$22/ per person

Tossed Salad with Assorted Dressings

Rice

Vegetable Spring Rolls with Plum Sauce

Choice of One Stir-Fry:

Chicken Stir-Fry

Beef Stir-Fry

Vegetarian Stir-Fry

Array of Cakes, Pies & Squares

Regular Coffee & Tea

Lunch Buffets

Corporate Luncheon

\$25/per person

Buns & Butter
Tossed Salad with Assorted Dressings
Chef's Choice of Potato or Rice
Seasonal Vegetable Medley

Choice of One(1) Protein:

Shaved Roast Beef Au Jus
Herb Roasted Chicken

Array of Pies, Cakes & Squares
Regular Coffee & Tea

Taste of Sicily

\$26/per person

(Minimum of 20 guests required)
Toasted Focaccia Bread & Garlic Bread Sticks
Bruschetta
Tossed Salad with Assorted Dressings
Fresh Tomato Basil Salad

Choice of One(1) Entrée:

Four Cheese Tortellini with Marinara Sauce & Chicken
Beef Lasagna
Vegetable Lasagna
Spaghetti with Bolognese Sauce

Array of Cakes, Pies & Squares
Regular Coffee & Tea

Mexican Fiesta

\$25/per person

(Minimum of 20 guests required)

Black Bean Soup
Tossed Salad with Assorted Dressing

Hard & Soft Taco Shells
Seasoned Ground Beef
Sliced Chicken with Red & Green Peppers
Mexican Rice
Shredded Cheese, Lettuce, Tomatoes & Green Onions
Salsa & Sour Cream

Array of Cakes, Pies & Squares
Regular Coffee & Tea

Lunch Buffets

Build Your Own Burger Buffet

\$24/per person

Creamy Potato Salad
Old-Fashioned Coleslaw

Choice of One(1) Burger Type:

Gourmet Beef Burgers
BBQ Grilled Chicken Breast
Vegetarian Patties

Brioche Buns
Mustard, Mayonnaise, BBQ Sauce & Ketchup
Three Types of Cheese
Lettuce, Tomato, Onions & Pickles

Array of Pies, Cakes & Squares
Regular Coffee & Tea

~Add on Classic Cut French Fries for \$2.50 or Onion rings for \$3.50~

Royal Pub Buffet

\$25/ per person

(Minimum of 20 guests required)

Caesar Salad with all the fixings
Tossed Salad with Assorted Dressings
Classic Cut French Fries

~ Upgrade to Onion Rings for \$2.00 per person~

Chicken Wings - Choice of one (1) flavour:

Hot, Teriyaki, Honey Garlic, Greek or BBQ

Pizza - Choice of Two(2) kinds:

Meat Lovers
Hawaiian
Pesto Chicken
Vegetarian
Pepperoni & Mushroom
Cheese

Array of Pies, Cakes & Squares
Regular Coffee & Tea

Lunch Buffets

Mediterranean Buffet

\$27/per person

(Minimum of 20 guests required)

Pita Bread with Hummus & Baba Ganoush

Lentil Soup

Greek Salad

Chick Pea Salad

Tossed Salad with Assorted Dressings

Choice of Two(2) Entrées:

Beef Souvlaki

Chicken Souvlaki

Creamy Mediterranean Spaghetti

Beef Koftas

Choice of:

*Rice **OR** Greek Potatoes*

Sweet Squares & Baklava

Regular Coffee & Tea

The Luncheon Buffet

\$32/ per person

(Minimum of 20 guests required)

Buns & Butter

Tossed Salad with Assorted Dressings

Chef's Choice of Two Deli Salads

Pickle Tray

Choice of Two(2) of the Following:

Sliced Roast Beef Au Jus

Beef Lasagna

Vegetable Lasagna

Roasted Pork Loin in a Rich Pepper Corn Sauce

Baked Three Cheese Tortellini in a Marinara Sauce

Roasted Chicken in an Herb Jus

Chef's Choice of Potato or Rice

Vegetable Medley

Array of Cakes, Pies & Squares

Regular Coffee & Tea

Served Lunches

All Served Lunches include:

A Variety of Buns & Butter

Your Choice of One Appetizer **or** One Dessert

Mixed Vegetable Medley & Chef's Choice of Potato or Rice

Regular Coffee, Decaf Coffee & Red Rose Tea

Prime Rib Sandwich **\$37/per person**
Grilled Prime Rib Sandwich on a Baguette, finished with Sautéed Mushrooms

Slow Roasted Beef **\$30/per person**
English Cut Slow Roasted Beef finished with Julienne Jardinière and Au Jus

Breast of Chicken **\$26/ per person**
Sautéed Breast of Chicken with Madagascar Pepper Corn Sauce

Lasagna **\$23/per person**
Vegetarian or Beef Lasagna, served with Garlic Toast
(No Vegetables or Starch Choice provided)

Stir-Fry **\$22/per person**
Chicken, Beef or Vegetarian Teriyaki Stir-Fry served over Steamed Rice

Salmon **\$30/per person**
Baked Salmon with Lemon Caper Sauce

Vegetarian Options **\$22/per person**
1) Mixed Grains with a Spicy Bean Medley & Grilled Vegetables
(No Vegetables or Starch Choice provided)
or
2) Sweet Stuffed Bell Pepper with Brown Rice & Vegetables baked with
Provolone Cheese & a Zesty Tomato Sauce.

See the next page for our appetizer and dessert choices.

Served Lunches

Appetizer Selections

Garden Green Salad with Peppered Sour Cream Ranch or Raspberry Vinaigrette
Spinach & Arugula Salad with Cherry Tomatoes, Cucumber, Red Onion & Olives in a Creamy Yogurt Dressing
Country Vegetable Soup with Parmesan Cheese
Coconut and Roasted Red Pepper Soup
Mushroom Cheddar Bisque

Dessert Selections

Apple Strudel with Vanilla Cream Sauce
Chocolate Mousse with Kahlua Sauce in a Martini Glass
New York Cheesecake with Chocolate & Raspberry Sauce
Tiramisu with Amaretto & Kahlua Sauce

**Adding on an appetizer or dessert is an additional \$4 per person*

**All plated menus must remain the same for all attendees, with the exception of dietary concerns.*

All Lunch options are available 11am-3pm Monday to Saturday.

Dinner Menus are available upon request.

Terms & Conditions

Food & Beverage

1. Menu Selections must be submitted to the Catering Department at least 30 days prior to the function date.
2. Menu Selections must remain the same for all guests attending, with the exception of dietary concerns. Multiple entrée selections may be approved by the Catering Office provided the proper counts are given and place cards are provided by the client.
3. The Hotel will be the sole provider of Food and Beverage items, with the exception being wedding cakes.
4. Any outside food or beverage will be removed from the meeting space by our banquet team.
5. Buffet products will be displayed for a maximum of 1 ½ hours at any function to ensure the quality and integrity of the product.
6. Any unused Food and Beverage is not permitted to be removed from the property.
7. Pricing is subject to change and can only be guaranteed 90 days prior to date of function.

Estimated & Guaranteed Attendees

1. An estimated number of guests are required at the time of booking. Should the guaranteed number of guests decrease by 20% of the estimated number, the hotel reserves the right to charge for 80% of the estimated number, or the actual attendance, whichever is greater when food and beverages are ordered.
2. Guaranteed numbers must be communicated no later than 3 business days prior to the function.
3. If a guaranteed number is not received, food preparations, staffing, billing and set up will be made out for the original estimated number of guests provided at time of booking.
4. If a guaranteed number is received, the hotel will charge for the guaranteed number, or the number actually served, whichever is greater.
5. The hotel will prepare to serve 5% more than the guaranteed number.
6. Should the number of guests decrease, the meeting space is subject to change.
7. As fluctuations may occur to the number of guests, time changes, set up requirements, etc., the hotel reserves the right to move clients in to a more suitable meeting space with no recourse or prior approval.

Terms & Conditions

Billing / Payment

1. A credit card form is required to confirm all functions unless Direct Billing has been pre-approved by the Executive Royal Hotel.
2. A deposit may be required, the Catering Office will advise as to the amount when applicable.
3. For all new clients, 100% of estimated costs will be due 3 days prior to the function.
4. Any remaining charges will be applied to the credit card on file.
5. For returning clients with an established credit history, 100% of costs will be due within 30 days of the function date.
6. Past due invoices shall incur a 3% late fee if past the 30 day invoicing period.
7. Any cancellation charges or damage to hotel property will be charged to the credit card on file.

Cancellation Charges

1. Initial deposit will be put towards any cancellation fees.
2. Deposits are **non-refundable and non-transferable**.
3. Cancellation 31+ days prior to the function date will result in the forfeiture of the initial deposit.
4. Cancellation 30-16 days prior to the function date will be charged the cost of the room rental (day rental) plus 15% of the estimated food and beverage costs.
5. Cancellation 15 days prior to the function date will be charged 100% of the estimated costs of the full booking.

Set-Up / Decorations / Tradeshow

1. Extensive set up, damage to property or last minute changes to function contract changes are subject to an additional labor and/or rental charges.
2. The hotel will provide up to 5 display tables. Tables in excess of 5 for such events as trade shows will be an additional \$25.00 per table.
3. All hired decorating companies must be communicated to the Catering Department with a contact name and phone number.
4. We do not allow the use of tape, tacks or any other attachments without prior written consent from the hotel.
5. The hotel would be pleased to assist in hanging banners.
6. All decorations and items of the clients must be removed at the end of the function.
7. The hotel is not responsible for lost or damaged items left behind; any items left behind will be discarded after 14 days.
8. Please note, no paper or metallic confetti is permitted, and additional clean up fee of \$250.00-\$400.00 will be applied if confetti is used.

Terms & Conditions

Shipping

1. The Catering Department must be notified of all packages that will be sent to the hotel.
2. All packages must be labeled with the following information:
Company/Group Name, Meeting Room, Meeting Date
3. Should this information not be provided, your packages may be refused when delivered.
4. Packages will not be accepted if they arrive more than 2 weeks prior to the event start date.

Guestroom Blocks

1. For all corporate meetings, guestroom rates are negotiated depending on the signed corporate rate if valid, time of year, number of rooms, and availability.
2. Group Blocks have a release date of 21 days prior to the function.
3. Group Block must be arranged with the Catering Department

Bar Service:

1. A Bartender's Fee will be applied at a cost of \$20.00 per hour for a minimum of Three (3) hours.
2. Wine corkage is available at a cost of \$15.00 per bottle. Proof of purchase in Alberta is required by AGLC.
3. All bar pricing is subject to change up to 30 days prior to the function without notice.
4. The hotel reserves the right to refuse or terminate the service of alcohol at any time during the function if the service is not in accordance with the regulations of the AGLC.

SOCAN / ReSound Tariffs

1. SOCAN will be applied to all functions with live or recorded music. \$44.13 for the Silver Room and the Sapphire Ballroom, \$63.49 for Steels Café and the Emerald Ballroom.
2. ReSound will be applied to all functions with live or recorded music. \$18.51 for the Silver Room and the Sapphire Ballroom, \$26.63 for Steels Café and the Emerald Ballroom.
3. The hotel reserves the right to inspect and control all private functions, including the conduct and performance of the entertainers and the audible level of music played.

Start & End Times

1. Meeting space is only booked for the time indicated on the contract.
2. Set up and tear down times are to be arranged at time of booking.
3. More than a 30 minute deviation from the times shall result in a \$150.00 per hour fee, subject to the taxable 17% service charge.

Audio Visual

Value Packages

LCD Projection Package	\$250.00
*includes the projector, VGA Cable, and Tripod Screen with AV Cart	
Wireless Mixer Package	\$125.00
*includes a wireless handheld or lapel microphone and mixer	
Complete Conference Package	\$399.00
*includes an LCD Projector, VGA Cable, Tripod Screen with Cart, Wireless Lapel or Handheld Microphone, Mixer, Flip Chart and Sound Patch	

Presentation

6' Tripod Screen with Cart	\$50
8' Tripod Screen with Cart	\$50
10' Post & Cradle Screen	\$110
Easel	\$10
Flip Chart & Markers	\$30
White Board & Markers	\$30
Wireless Mouse	\$50
Over Head Projector	\$30

Video

LCD Projector	\$225
Overhead Projector	\$30
DVD / VHS Combo Player	\$60
Blue Ray Player	\$60
HDMI Cable	\$20

Audio

Polycom Phone	\$80
Teleconferencing Phone	\$95
External Microphones for Phone	\$20
Wired Microphone	\$30
Sound Patch	\$50
6 Channel Mixer	\$50
14 Channel Mixer	\$65
Additional Lapel or Cordless Mic	\$80
2 Speaker Package	\$110
4 Speaker Package	\$200

Power Options

Power Surcharge for Individuals	\$5 each
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*Other AV equipment available, please inquire with Catering Office.