



STAY, MEET & DINE™

DOWNTOWN MARKHAM™  
CORPORATE EVENTS CATERING PACKAGE

Monte Carlo Inn & Suites Downtown Markham™  
Your Home Away From Home™







# CATERING MENU

## Recommended Lunch Selections

15 Person Minimum

### Light Working Lunch

(Minimum 10 People)

Garden Salad or Caesar Salad

Assorted Sandwiches or Wraps

Slice Fruit Tray  
Freshly Brewed Lavazza  
Coffee & Tea

**\$18.99 per person**

### The Full Monte Working Lunch

Chef's Selection of Soup  
House Salad with a Choice of  
Three Salad Dressings

Assorted Sandwiches &  
Wraps  
(Turkey Breast, Black Forest  
Ham, **Veggie**, Tuna Salad,  
Egg Salad)  
Cheese Platter

Assorted Sliced Fruit Tray  
Assorted French Pastries  
Freshly Brewed Lavazza  
Coffee & Tea

**\$23.99 per person**

### Chicken Lovers Lunch

Soup of the Day  
Garlic Bread

Caesar or Garden Salad

Choice of:  
Roasted Rosemary Chicken  
or Lemon Herb Chicken  
Served with Potatoes or  
Rice & Vegetables

Assorted Cakes & Pastries

Freshly Brewed Lavazza  
Coffee & Tea

**\$26.99 per person**

### The Monte Carlo Lunch

Soup of the Day  
Two Salads (Potato Salad, Pasta  
Salad, Caesar or Tossed Salad)

Two Hot Dishes Served with  
Roasted Potatoes & Seasonal  
Mixed Vegetables (Roasted  
Rosemary Chicken, Lemon  
Herb Chicken Breast,  
Vegetable or Meat Lasagna or  
Penne Primavera)

Cold Cut Platter  
Fruit Tray  
Assorted Cookies  
Freshly Brewed Lavazza Coffee  
& Tea

**\$34.99 per person**

All prices are subject to 18% service fee and HST  
If you have any food allergies, please notify us

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# CATERING MENU

## Coffee Break

### Beverage Station

Freshly Brewed Lavazza Coffee (Regular, Decaf)	\$2.75/each
Chilled Fruit Juices	\$2.50/each
Soft Drinks	\$2.50/each
Bottled Water	\$2.00/each
Chilled Milk 2%	\$2.00 /each

### Freshly Baked Goodies

Assortment of Muffins, Danishes, Croissants	\$22.00 /dozen
Assortment of Homemade Cookies	\$20.00 /dozen

## Combination Breaks

### Thirsty Break

Freshly Brewed Lavazza Coffee & Tea, Bottled Water, Soft Drinks & Chilled Juices

**\$8.99 per person**

### Light Break

Assorted Cookies  
Freshly Brewed Lavazza Coffee & Tea  
Soft Drinks & Chilled Juices

**\$9.99 per person**

### The Wellness Break

Assorted Tea  
Fresh Fruit Tray  
Granola Bars & Yogurt Bottled Water

**\$11.99 per person**

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# CATERING MENU

## Cocktail Function Packages

Minimum 20 persons  
Taxes and gratuities not included

### Passed Hors D'oeuvres

#### Per dozen

Beef Satay	\$27.00
Chicken Satay	\$22.00
Cocktail Spring Roll	\$21.00
Cocktail Samosa	\$24.00
Mini Assorted Quiche	\$24.00
Mushroom Cap	\$20.00
Coconut Shrimp	\$22.00
Lamb Sliders	\$45.00

### Non- Alcoholic Beverage Package

Includes:

Assorted pops and juices, Lavazza coffee  
and Assorted tea \$5.50 per person

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### Platters

#### Per 20 people

Antipasto	\$180.00
Fruit	\$79.00
Vegetables & Dip	\$70.00
Assorted Cheese	\$99.00
Dessert Square	\$75.00
Assorted Sandwiches	\$130.00

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# FACILITIES

Monte Carlo Inn & Suites Downtown Markham™ offers comprehensive conference, meeting and banquet facilities. Whether you are planning a conference for 100 or a small meeting in one of our boardrooms, our facilities are perfect for all types of meetings and functions. With an experienced culinary and sales team dedicated to your function, we will work with each event organizer to ensure that each function, regardless of how small or large, will be as successful as possible.

## Meeting Room Features

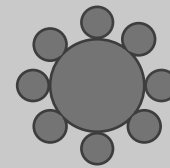
- Individual Climate Control
- Individual control of overhead lighting
- Multi port data jacks and 15 amp circuits available
- Pull down screen
- Digital speakerphones
- Fibre Optic Wired and Wireless Internet
- A Complimentary 500 ml bottle of water, note pad, pen and mint per participant

## Audio-Visual Services

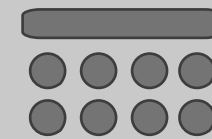
There is a complete line of modern audio-visual equipment available. Fees will vary accordingly based on the type of equipment required, additional fees may be charged if any materials or equipment is ordered by the hotel for your function.

**Please inquire about our Audio Visual fees**

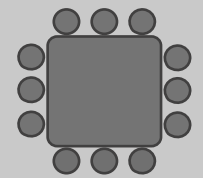
## Seating Configurations



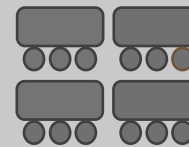
Ballroom



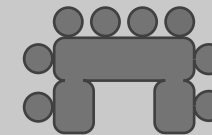
Theatre



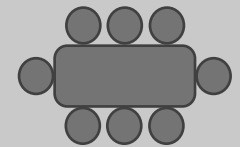
H-Square



Classroom



U-Shape



Boardroom

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# FACILITIES

## Method Of Payment

Direct billing applications are available by contacting the Monte Carlo Inn & Suites Downtown Markham™ sales division. Corporate accounts are subject to credit approval and all event reservations must be secured with a valid credit card at the time of booking. Other methods of payment include certified cheques, money order, cash and EFT.

## Menu Selection

Monte Carlo Inn & Suites Downtown Markham™ various catering options will appeal to the most demanding palates. Our catering department will assist you in creating your own personal menu, should the attached menu not be suitable for your function.

## Food, Beverage & Bar Service

The bar service and any entertainment must end by 1:00 am. The hotel cannot serve liquor to any individual under the age of 19. You must have a photo I.D. to present to hotel staff when ordering any alcoholic beverage.

## Guarantee

All events with food and beverage require a final guarantee count no less than 72 hours prior to arrival. This guarantee will be a minimum number for which fees will be charged.





# POLICIES

## Cancellations

All Social events will be subject to a \$500 non-refundable deposit and the remaining balance must be paid in full one week prior to the scheduled function. Cancellation of any corporate event less than 14 days will be subject to a cancellation fee equivalent to the room rental, for space held and a percentage of estimated food and beverage cost.

## Confirmation

Upon booking, we require one signed copy of the event order along with a security deposit to confirm arrangements. All tentative bookings will only be held for a maximum of two weeks from the date of booking and are not guaranteed, unless a deposit is received, which is not refundable if cancelled after the two-week period. If another party is prepared to make a definite commitment any time during your tentative booking period, we reserve the right to contact you and will then require a final decision within 72 hours

## Deposits and Payment Procedures

All Social functions will be subject to a **\$500.00 non-refundable security deposit** at the time of booking or within two weeks of receipt of the signed contract. A final balance will be due one week prior to the event. Any additional charges, including any increases in guest meal counts, changes to menu, bar charges and room damages, will be processed on the credit card used to guarantee the account upon signing in to the hotel. Should the estimated final payment of your function not be received one week prior to your event, the Monte Carlo Inn & Suites Downtown Markham™ reserves the right to cancel your function without any refunds of deposits.

## Restrictions

- Guests are asked not to gather in the hallways
- Alcohol is prohibited in hallways, lobbies, patio outside of function rooms, parking lots and public areas not licensed for alcohol consumption
- The hotel has designated smoking areas outside. No smoking is allowed indoors.
- Consumption of food and beverages not purchased from the restaurant or hotel is limited to your guest rooms only
- Should housekeeping find any rooms damaged, in any way, the hotel will charge the credit card responsible for the room for all damages and/or clean up fees.

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# CONTACT

## Conference and Catering Inquiries

Sales and Catering Manager  
Tel: (905) 752-2700 ext 2303  
Fax: (905) 752-2300  
dtmsales@montecarloinn.com

## Private Dining and Banquet Functions

Sales and Catering Manager  
Tel: (905) 752-2700 ext 2303  
dtmsales@montecarloinn.com

## Shipping

(any material sent to the hotel)

Monte Carlo Inn & Suites Downtown Markham  
7255 Warden Avenue, Markham, Ontario  
L3R 1B4

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