

Intimate Weddings in our Private Dining Room



COAST
canmore hotel &
conference centre

Alex Popov Photography

Congratulations on your Engagement!



Discover the Perfect Venue for Your Intimate Gatherings!

Nestled within the elegant Coast Canmore Hotel and conveniently adjacent to the Table Food + Drink restaurant and lounge, our private dining room offers an exquisite setting for small gatherings. Ideal for groups of up to 30, this charming space is perfect for rehearsal dinners, welcome receptions, or intimate wedding celebrations.

Enhance your event with pre-ordered meals from our thoughtfully curated three-course Feature Menu or choose from one of our two signature buffets. Your booking includes a private bar with a dedicated bartender, with flexible bar options available: host bar, partial host bar, or debit/credit bar. Additionally, you are welcome to bring your own wedding cake to make your celebration even more personal.

As part of our full-service offerings, we provide guest accommodations, reception space, rehearsal dinners, post-wedding breakfasts, and a wide range of amenities to ensure you and your guests have a memorable experience.

We are excited to help you plan the wedding of your dreams!

Sincerely,
Coast Canmore Sales & Events Team
Direct: 403-609-5432
Email: canmoresales@coasthotels.com

What is Included?

Intimate wedding package includes:

- one night stay*
- elevated guestroom experience with robes, chocolate strawberries, and prosecco
- prosecco toast
- 2 canapes per person
- 3-course plated dinner or choice of signature buffet for 15 people‡
- specialty wedding decorations (see *page 7 for an example setup*)
- tables, chairs and place settings
- cake table / guestbook table
- room rental

*in our best available room at time of booking
‡additional guests to a max of 30: \$85 per person plus taxes and gratuities.

Any additional setup and teardown requirements, including decorations, favors, and similar items, are the responsibility of the booking party.

While we strive to accommodate your needs, access to the private dining room the day before or after your wedding cannot be guaranteed at the time of booking. To confirm access times on your wedding day, please coordinate with your dedicated conference services manager.

\$2,200 + gratuities & GST



Complimentary Room



When you book your wedding reception at the Coast Canmore Hotel, enjoy a complimentary stay in our best available room with an elevated experience including robes, chocolate strawberries, and prosecco.

Guestroom Rates



Host your wedding reception with us, and we are delighted to offer special room rates for you and your guests. Your conference services manager will gladly provide details on rates and guide you through the booking process.

Our hotel features 164 guest rooms, available with either one king bed or two queen beds. Each room includes Wi-Fi, a refrigerator, a hairdryer, an iron and ironing board, and access to our full range of amenities.

Sample Feature Menu

Please provide your conference services manager with your guests' pre-order & seating plan.

All allergies and dietary requirements must be communicated with the conference services manager prior to the event.

18% service charge and 5% GST apply to all pricing.

Menu and pricing subject to change

All proteins excluding pork/bacon items are Halal

APPETIZERS

Beet Salad (VE*)

house smoked beets + citrus whipped goat cheese + fresh mint + toasted pistachio + orange segments + orange cumin vinaigrette

Charcuterie + Cheese Board (GF*)

artisan cheese + house preserves + cured & cooked meats + pickled vegetables

House Salad (VE/DF/GF*)

artisanal greens + cucumber + dried cranberries + dried apricot + candied pecans + grape tomatoes + raspberry lemon balsamic dressing

ENTREES

Salmon (DF*/GF*)

pan roasted + beluga lentils + quinoa + heirloom vegetables + beet + dill crema

Braised Beef (GF*)

braised boneless cab short rib + truffled celeriac puree + balsamic onion marmalade + port rosemary pan jus + heirloom vegetables

Chicken (DF*/GF*)

pan roasted + double smoked bacon fingerling + potato hash + braised hash + caramelized onion + green pea puree + wild mushroom tarragon sauce

Cauliflower Steak (GF*/VE*)

curried grilled cauliflower + caramelized onion + sunflower seed + hummus + tomato ginger marmalade + balsamic glaze

DESSERTS

Triple Chocolate Mousse (GF*/VE*)

white + milk + dark + raspberry coulis + chantilly

Fruit Plate (DF/GF)

fresh seasonal fruit + berries

V= Vegetarian VE= Vegan DF = Dairy Free V* = Vegetarian option VE* = Vegan option
DF* = Dairy Free option, GF = Gluten Free, GF* = Gluten Free option

Bar Types

Service charge and GST included in bar price.
Drinks will be available from Table Food + Drink drinks menu
A dedicated server will be assisting with drink orders

**only one bar type can be selected*

DEBIT / CREDIT BAR

Guests are responsible for paying for their own beverages using debit or credit. Cash payments are available upon request.

HOST / OPEN BAR

All drinks ordered will be charged to the master account.

TICKETED BAR

You may provide drink tickets, subject to prior approval by your conference services manager, or we can supply the tickets for you.



Local Vendors

Photographers

Brillion Photography: www.brillionphotography.com
Chinook Photography: www.chinookphotography.com
Ethereal Photography: www.etherealphotographyinc.com
Jalisse Photography: www.jalissephotography.com
K Kemmler Photography: www.kkemmlerphotography.com
Thomas Walton Photography: www.thomaswaltonphotography.com
West & Wander: www.westnwander.com

Videographers

Moments by Jester: www.momentsbyjester.ca
Your Black + White Photo: www.yourblackandwhite.com

Flowers

Willow Flower Co.: www.willowflowercompany.ca
Elements Floral Design: www.elementsfloral.com
Blue Lakes Floral Design: www.bluelakesfloraldesign.ca

Marriage Officiants

Patrick Smiley: www.patricksmileyweddings.com
Patricia Compton: www.imarry.ca
Marilyn Reid: www.mreidweddings.com

Confections

Kake by Darci: www.kakecanmore.com
Cotera Cakery: www.coteracakes.ca
Frankie D's Donuts: www.frankiedsdonuts.com

Musicians

Deborah Nyack, Harpist: www.harpangel.com
Ensemble Cascade, Violinist & Cellist: www.ensemblecascade.com
Liam M. Daisley, Guitarist: www.liamdaisleymusic.com

Wedding Planners

Rocky Mountain Weddings & Elopements: www.rockymountainweddings.ca
Signature Weddings by Ashley: www.signatureweddingsbyashley.com
Mountainscape Weddings: www.mountainscapeweddings.ca

Decor

Mountain Event Rentals: www.mountaineventrentals.ca
Chair Flair: www.chairflair.ca

Hair and Make Up

The Loft Beard & Beauty Lounge: www.theloftcanmore.com
Lilies and Lace: www.liliesandlace.ca
Mountain Beauties: www.mountainbeauties.com
Prohibition Barber & Bourbon Room: www.prohibitioncanmore.com

Transportation

Alpine Limousine & Tours: www.alpinelimo.ca
Highland VIP: www.highlandvip.com
Banff Airporter: www.banffairporter.com





Ethereal Photography

Frequently Asked Questions

We know planning a wedding can be a lot of work.
To make it easier for you, here are answers to some common questions that we've heard from our couples!

What is the last call and when do we have to be out of the space?

Unless otherwise indicated on your contract, last call in the private dining room is at 10:30pm and the room must be vacated by 11:30pm.

How can guests book rooms?

We will share a discount code and booking link with you for your group.

Can I bring my own cake / cupcakes?

Cakes must be from a certified bakery / store. We require a food waiver form to be signed. There is an additional charge for cake cutting / plating.

Do you have storage space for cake?

Yes, please let your conference services manager know if cake / cupcakes storage is required. We will also need to know when the cake / cupcakes will arrive. The cake must be stored in a sturdy box.

Do you have an in-house caterer?

Our on-site culinary team will craft a delightful meal for you and your guests! We do not allow any external catering / food and beverage to be brought on-site, wedding cakes are the only exception.

Do you offer a shuttle service from a ceremony location to your hotel?

While we do not offer a shuttle service, there are numerous taxi companies in Canmore available for your convenience. The hotel also maintains a list of local transportation providers that we would be happy to share with you.

What is the tax and service charge?

We charge a service fee of 18% on the final bill, followed by 5% GST on top of this total. Your conference services manager has a cost estimate sheet that will help you with planning your expenses. Guestrooms are subject to a total of 14% taxes (6% Alberta tourism tax, 3% Destination Marketing Tax, and 5% GST)

Do you have space for a ceremony?

A ceremony is not included in the Intimate Wedding Package at Table Food + Drink. Outdoor ceremony locations are available through the Town of Canmore. We are happy to help with any questions you may have for your ceremony. If you would like to have your ceremony at the Coast Canmore Hotel, please have a look at our Wedding Guide. We do offer ceremonies with our ballroom weddings.

Does the hotel have a preferred list of vendors or can we use who we'd like?

You are welcome to use any vendors that you would like. However, we do ask that you let us know the name and contact details of your vendors, should we need to contact them for any reason. We do have a listing of some local vendors that may be helpful with your planning.

How early can I get into the room to set up?

At the time of booking, access to the private dining room the day before or the day after your wedding is not guaranteed. On the day of your wedding we can guarantee access to the room same day - 3 hours prior to your wedding event time.

Will we be able to have a DJ or play our own music?

We are not able to allow a DJ or sound system to be set up in the private dining room as the space is directly adjacent to the restaurant and hotel foyer. The private dining room does not have a dancefloor and music is played through the hotel's build-in AV system. You are more than welcome to bring a small speaker to play your own music. We do ask the volume is kept at a respectable level.

Set up and tear down

The wedding party is responsible for setting up anything besides the "basic structure" of the room, such as centerpieces, special decor, cake table, etc. The banquet staff will set up items that the hotel is providing listed on page 3. All items must be removed immediately after the event has finished.

Can you cater to dietary restrictions?

Yes, our culinary team is very familiar with preparing meals to suit all dietary restrictions. The couple will be required to provide a list of all guest dietary restrictions (with associated names). If the meal selected is not suitable for those with certain dietary restrictions the chef will prepare a separate plate for these individuals.

What is the role of my conference services manager?

The conference services manager is your point of contact throughout the booking and planning process of your wedding. They will prepare the banquet event orders and cost estimate for your wedding, and discusses all the details with our banquet team. The conference services manager is not a wedding coordinator and will not be present during your wedding. Our banquet manager will take care of all requests during the event.

Are real candles allowed?

Unfortunately real candles are not allowed in any of our banquet spaces.

Is the hotel pet friendly?

The hotel has a limited number of pet friendly guestrooms. Guests must inform the reservation agent at the time of booking and a pet policy form must be signed upon check-in. Pets are not allowed to be left alone in the guestrooms. Pets are not allowed in any banquet areas where food and beverages are served. Pets must be well-behaved and kept on a leash at all times.

What items are not allowed?

The following items are prohibited: confetti, glitter, smoke/fog machines, alcoholic wedding favors, outside food and beverages, flower petals (real or artificial), vinyl dancefloor covers, sparklers, open flames, and any tools or materials that could damage floors, walls, ceilings, or fixtures, such as tacks, tape, nails, screws, or bolts. Please inform your conference services manager if you plan to bring any decorations.

Financial Schedule

Costing & Estimates

Guests meal choices must be confirmed 14 business days prior to the wedding date.

First deposit

Non-refundable deposit of \$500 due with signed contract.

Pre-payment & last minute additions

A full prepayment of the estimated master account will be required 14 business days prior to the function (includes food and beverage, room rental, audiovisual, add-on packages, bar charges and any room accommodation).

A 5% incidental charge will be added on to this cost estimate in case of last minute additions. If not used, this charge will be credited to the master account. Please note that a cost estimate is not the final billing, it is an estimate of the event.

Final invoice

The final invoice will be sent to you within 5 business days after your event. This is for you to review and keep for your records. Any refunds owed will be applied at this time.

Alcohol Service Policy

The Alberta Gaming and Liquor Commission (ALGC) policy stipulates that we must adhere to applicable laws, including request identification from anyone who appears under 25 years of age. A driver’s license or passport are the ONLY recognized AND acceptable forms of identification.

The hours of alcoholic beverage service at the Coast Canmore Hotel are 11:00 a.m. to 1:00 a.m. daily. No outside alcohol can be brought into the hotels’ conference, banquet or dining facilities - a \$500 fine will incur if done so.

Banquet & Catering Guidelines

Food

Our feature menu features a selection of our most popular items. Special dietary substitutions can be made available upon request.

Menu selections must be submitted to your conference services manager at least 14 business days prior to the function date. Special dietary requests must be received 5 business days prior to the function.

The Coast Canmore Hotel will be the sole supplier of all food and beverage items. The only exception is wedding cakes. Cakes must be from a certified bakery / store.

No food and beverage items may be removed from the function room.

Any substitutions or special requests for menu changes may be subject to additional charges.

Pricing

Price Guarantee: All prices are subject to change without notice. However, quoted prices will be honored for up to four months before any event. Please note that all alcoholic beverage pricing remains subject to change at any time.

Guaranteed numbers

A guaranteed number of persons is required 5 business days before an event. If a guaranteed number is not supplied within this time frame, we shall assume it to be the highest figure of attendees; estimated by the most recent numbers supplied to us by the couple.

Not permitted

The following items are prohibited: confetti, glitter, smoke or fog machines, alcoholic wedding favors, outside food and beverages, flower petals (real or artificial), vinyl dancefloor covers, sparklers, open flames, and any tools or materials that could damage floors, walls, ceilings, or fixtures, such as tacks, tape, nails, screws, or bolts. Please inform your conference services manager if you plan to bring any decorations.

Other wedding policies

The Coast Canmore hotel is not responsible for damages to or loss of any article left in the hotel prior to, during, or after any function by the couple or guests.

Should damages occur in a banquet room (table linens, carpet, walls, etc.) due to negligence of members of the group, an assessment for damages will be added to the final bill, payable upon check out.

Thank you for considering the Coast Canmore Hotel and Table
Food + Drink for your wedding venue.
Please contact us for any additional questions or further details.

Tel: 403.609.5432 Email: canmoresales@coasthotels.com
511 Bow Valley Trail Canmore, AB T1W 1N7

