

Meeting Package



The **GLENMORE INN** & Convention Centre



1000 Glenmore Court, SE Calgary, Alberta T2C 2E6
Phone: (403) 279-8611 Fax: (403) 236-8035 TF: 1-800-661-3163

www.glenmoreinn.com

1. Our enclosed menus are suggestion. Our Executive Chef and Catering Staff will be pleased to arrange a menu to suit your needs. Please advise if any of your guests have any dietary or allergy concerns, prior to the event. Desserts may have traces of nuts. Buffet products will be displayed for up to a maximum of one hour at any function to ensure the quality and integrity of the product. Please note that health regulations prohibit the removal of any food from the hotel. Charges will apply for any dietary substitutions requested on the day of the function. In a Banquet, all guests have the same meal, unless dietary restrictions apply. Food from Buffets are not transferable to breaks.
2. As is customary, banquet prices are subject to change due to fluctuating food costs. Prices for all meal functions will be guaranteed six (6) weeks prior to an event. We ask that you advise our catering department of your menu selection a minimum of thirty (30) days prior to your event.
3. Please advise our catering office of the guarantee number of attendee's four (4) business days prior the event. If the hotel is not notified within the established for (4) business days, the original expected figure will automatically become the guarantee.
4. The hotel will setup for five percent (5%) over the guaranteed number up to a maximum of 30 people, space permitting. The customer will be charged for the guarantee number or the actual number served whichever is greater. Our round tables seat a maximum of ten (10) people. All of our rooms have limitations as to the number of tables. Once a guarantee is given; numbers cannot be lowered.
5. The Glenmore Inn reserves the right to provide alternate function space. Please check with the front desk upon arrival for clarification. Should a guest wish to change the set-up of their room after it has been set, a labour charge will apply. When booking space, please book times to include any set-up time and tear down time you may require. Additional charges may apply.
6. For the protection of our guests, the Glenmore Inn will be the sole supplier of food and beverage items - the exception being wedding cakes.
7. A signed copy of our Catering contract returned to our Catering office will ensure that all agreed upon requirements are as stated.
8. To confirm a booking, a non-refundable, non-transferable deposit is required. Billing privileges may be requested by the convener through the Glenmore Inn credit department. Private events are required to pay an initial, non-refundable, non-transferable deposit and 50% of the estimated charges three (3) weeks prior to the event and remaining balance four (4) business days prior to your event, by cash, certified cheque, debit card or credit card. Questions or concerns regarding the final bill must be reported to us within 14 days of the invoice date.
9. It is the policy of the Glenmore Inn to always serve alcoholic beverages in a responsible manner. If alcohol is at your event it is the law that identification be provided by anyone under the age of 25. Alcoholic beverages shall not be served to persons under eighteen (18) years of age or intoxicated persons. The Glenmore Inn will contact the organizer to have them remove any of their guests causing a disturbance or in contravention of AGLC rules. As well, the hotel reserves the right to cease liquor service where applicable. The Glenmore Inn will in all cases adhere to the Alberta Liquor Control Act. Please refer to AGLC's website or contact us should you have any questions. www.aglc.ca

Terms & Conditions



10. If the function is cancelled, the representative will pay to the hotel damages in accordance with the following: Cancellation less than 15 days prior to function: 100% of anticipated revenues, including guestroom revenue. Cancellation 15-31 days prior to function: 50% of anticipated revenues, including guestroom revenue, unless space is resold to an equal or greater value. Cancellation more than 31 days prior to function: \$500 or the amount of the initial deposit, whichever is greater.
11. The Glenmore Inn will not be responsible for loss or damage to any articles left in or on the hotel property prior to, during or following any function. For your convenience, safety deposit boxes are available for your use at our Front Desk.
12. Risers are limited; should you require them, please contact our catering department. Signage outside a banquet room must be of professional quality. Exterior space is limited and subject to Management discretion.
13. We would be happy to assist you with audio visual equipment, flowers and entertainment requirements.
14. Should your group cause the hotel to delay service after the arranged meal times an additional labour charge will be charged.
15. A 17% gratuity is charged on food and beverage totals and is distributed to the staff. G.S.T. will be added to the final bill.
16. Decoration of the room may be done on the day of the function or the night before, if the room is not in use. Please check with our office. Thumbtacks, nails, scotch tape and staples are not to be used in any banquet room. If anything is to be used - please use masking tape. All decorations must be removed when you leave. Failing to adhere to this rule could result in damage charges being assessed. Please note confetti, indoor fireworks and open flame candles are not allowed on hotel premises. Should confetti or like be used, a cleaning charge will be applied.
17. For the pleasure of all our guests we ask that music not commence prior to 9:00 pm and be completed by 1:00 am. All musical entertainment is subject to SOCAN (Society of Composers & Music Publishers of Canada) and Re:Sound Tariff 5 and is applied directly to the final bill. The Glenmore Inn 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 the catering office before booking live entertainment.
18. Guestrooms are based on availability and it is imperative that a block booking be made for any guestrooms required. Please see our Catering or Sales Department.
19. In the case of corkage bars, a valid liquor license is required. Alberta Liquor regulations do not allow any homemade wine, beer or liquor. At the conclusion of a corkage function, removal of all alcoholic beverages is the responsibility of the permit holder. Liquor may only be dropped off and verified one day prior to the event. Corkage events over 400 people must have special permission from AGLC. Certain restrictions apply. Please refer to AGLC's website or contact us should you have any questions. www.aglc.ca

Terms & Conditions



20. For large events, security personnel may be required. This charge will be applied to your final bill.
21. The Glenmore Inn may, at its sole discretion, cancel this contract by giving to the representative, oral or written notice of its decision to do so. If the Glenmore Inn determines that holding the function might be expected to result in civil commotion, harassment of patrons of the Glenmore Inn or damage to any of the property of the Glenmore Inn and the Glenmore Inn shall, as soon as reasonably possible thereafter, return to the representative any deposit paid to the Glenmore Inn. There shall be no other liability upon the Glenmore Inn. The organizer agrees to reimburse the Glenmore Inn for any damages or loss of revenue caused by their guests.
22. By booking with the Glenmore Inn, you will be responsible for any damages caused by your representative, any member or guest of the organization represented by or any other person, firm or corporation.
23. Neither party shall be held responsible for any delay or failure to perform hereunder for which delay or failure is due to directives of the government or governmental agency, acts of God, pandemic, epidemic, acts of terrorism, fire, explosion, flood, windstorm, lightning strikes or other labour dispute, riot or any other causes, contingencies or circumstances not subject to the reasonable control of the affected party which prevent or hinder performance hereunder, or make such performance hereunder impracticable. OR, The act or omission of the representative or any person attending the function.
24. The representative shall indemnify and save harmless the Glenmore Inn against any and all claims and expenses presented by any person(s), firm(s), corporation(s), attending the function for loss or damages that would be considered outside the scope of the Glenmore Inn's products and services.
25. Shipments for Banquets and Catering functions can not be received more than two days prior to an event, due to limited storage. Should you need to ship prior to this, it is the responsibility of the client to make alternate arrangements. Please ensure proper labeling is attached.
26. The hotel has ample parking. Please ask your guests to only park in designated areas on Glenmore Inn property. Should you require clarification, please let us know and we will forward you a map.

We thank you for considering The Glenmore Inn & Convention Centre for your special event.

We look forward to serving you.

Terms & Conditions



1.8 litres of Coffee or Decaf Coffee or Tea	\$24.95
2.5 litres of Coffee or Decaf Coffee or Tea	\$29.95
9 litres of Coffee	\$99.00
17.9 litres of Coffee	\$189.00
Hot Chocolate	\$1.95 per package
Bottled Water	\$2.95 per bottle
Sparkling Water	\$3.95 per bottle
Soft Drinks	\$2.95 per can
Individual Juice	\$3.50 per can
Mini Danish	\$2.95 each
Hard Boiled Eggs	\$1.95 each
Assorted Muffins	\$2.75 each
Gluten Free Muffins	\$3.95 each
Assorted Squares	\$1.95 each
Assorted Cookies	\$2.25 each
Gluten Free Cookies	\$3.25 each
Rice Krispie Squares	\$1.95 each
Loaf Slices	\$2.95 each
Croissants	\$3.25 each
Bagel with Cream Cheese	\$3.95 each
Assorted Granola Bars	\$2.95 each
Assorted Granola Bars (Gluten Free)	\$3.75 each
Assorted Yogurt Cups	\$2.95 each
Seasonal Fresh Fruit	\$5.95 each
Whole Fruit	\$2.75 each
Fruit Source Bars 37g	\$2.95 each
Chocolate Bars	\$2.50 each
Potato Chips	\$2.00 each

*Gratuuity and G.S.T. are not included



Coffee Breaks



www.glenmoreinn.com

Cookies and Sweets | \$7.95

Assorted Squares and Cookies. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

Country Coffee Break | \$10.95

Choice of : Apple Pie with Cheddar or Cherry Pie and Cream Cheese or Blueberry Pie with Whipped Cream. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

On-the Go Break | \$11.95

Assorted Fresh Fruit. Granola Bars & Assorted Cookies. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

Chocolate Break | \$14.95

A Chocolate Fondue with Speared Fresh Fruits & Cookies for Dipping. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

Sugar Snack | \$11.95

Mini Chocolate Bars & Licorice. Assorted Squares & Cookies. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

Healthy Break | \$13.95

Domestic Cheese & Crackers. Fruit Source Bars & Granola Bars. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

Coffee & Dessert Buffet | \$14.95

Assorted Cakes, Cookies, Squares and Pies. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

Sweet & Salty Break | \$11.95

Vegetables & Dip. Assorted Cookies & Pretzels. Freshly Brewed Regular Coffee, Decaf Coffee and Tea.

*Gratuity and G.S.T. are not included

Additional Coffee Break Packages



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Muffin Madness (Buffet Style)

Chilled Fruit Juices

Freshly Baked Assorted Muffins

Seasonal Fruit

Freshly Brewed Regular Coffee, Decaf Coffee & Tea

| \$12.95 per person

Continental Combo (Buffet Style)

Chilled Fruit Juices

Freshly Baked Assorted

Pastries Seasonal Fruit

Freshly Brewed Regular Coffee, Decaf Coffee & Tea

| \$13.95 per person

Breakfast Fiesta (Buffet Style) Served if less than 20 people

Chilled Fruit Juices

Seasonal Fresh

Fruit Flour Tortillas

Hash Brown Potatoes with Grilled Bell Peppers & Scallions

Southwestern Scrambled Eggs with Peppers, Onions,

Cheese & choice of 1 Meat Item:

Chicken

Bacon

Sausage (Pork or Beef)

Ham

Freshly Brewed Regular Coffee, Decaf Coffee & Tea

| \$21.95 per person

The Early Morning (Buffet or Served) Buffet minimum of 20 people

Chilled Fruit Juices

Freshly Baked Assorted Pastries

Scrambled Eggs & Scallions

Hash Brown Potatoes with Grilled Bell Peppers & Scallions

Seasonal Fruit

Choice of One (1) Meat Item:

Baked Slice Morning Ham

Country Bacon

Mountain Grilled Sausage (Pork or Beef)

Freshly Brewed Regular Coffee, Decaf Coffee & Tea

Buffet | \$19.95 per person

Served | \$17.95 per person

Add all 3 meats | \$3.75 per person

Add French Toast | \$1.95 per person

All Breakfasts are based on 2 cups of coffee or tea per person.

Baked Items are based on 1 per person.

* Gratuity & G.S.T. are not Included

Breakfast Suggestions



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Mid Morning Brunch Buffet

Chilled Fruit Juices, Regular Coffee, Decaf & Tea
Slices of Fresh Seasonal Fruit with Yogurt
Four of our Great Salads
Sliced Deli Meats with Assorted Pickles & Olive Tray
Seafood & Salmon Tray with Cocktail Sauce
Domestic & Imported Cheese Tray
Freshly Baked Assorted Pastries
Scrambled Eggs with Chives & Cheddar

Choice of Two (2) Meat Items

Baked Slice Morning Ham
Country Bacon
Mountain Grilled Sausage

Hash Brown Potatoes with Grilled Bell Peppers & Scallions
French Toast with Maple Syrup
Sweet Ginger Chicken or Wild Mushroom Beef Ragout
Dessert Island with Chocolate Fondue

| \$32.95 per person
*Minimum of 40

* Gratuity & G.S.T. are not included

Enhance Your Breakfast

New York Steak	\$6.95 per person
Two(2) Eggs Benedict (Vegetarian Also Available)	\$5.95 per person
In-room Omelette Cart Made-to-order	\$6.95 per person
Muffins	\$2.50 each
Croissants with Preserves	\$2.95 each
French Toast	\$1.95 per person
Waffles with Five Fruit Coulis or Maple Syrup	\$3.50 per person
Ham or Bacon or Sausage	\$2.95 per person
Seasonal Fresh Fruit	\$3.25 per person
Bowl of Cereal (serves 15)	\$15.95



Mid Morning Brunch



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Executive One

Coffee & Tea on Arrival
Mid Morning Refresh of Coffee & Tea
Coffee & Tea Mid Afternoon
| \$9.95 per person

Executive Two

Coffee & Tea on Arrival
Assorted Muffins
Mid Morning Refresh of Coffee & Tea
Coffee & Tea Mid Afternoon
| \$12.95 per person

Executive Three

Coffee and tea on arrival
Assorted Muffins & Baked Pastries
Mid Morning Refresh of Coffee & Tea
Coffee, Tea & Assorted Pop Mid Afternoon
Assorted Cookies
| \$19.95 per person

Executive Four

Coffee, Tea and Juice on Arrival
Assorted Muffins & Fruit Pastry Sticks
Mid Morning Refresh of Coffee & Tea & Juice
Coffee, Tea & Assorted Pop Mid Afternoon
Fresh Fruit or Vegetable Tray
Assorted Cookies
| \$22.95 per person

Executive Five

Muffin Madness on Arrival
Mid Morning Refresh of Coffee & Tea
“The Old Stand-By”
Soup of the Day
Fresh Garden Salad
Sandwiches on Regular White and Whole Wheat Bread
Pickles & Olives
Cookies & Squares
Coffee & Tea
Mid Afternoon refresh of Coffee & Tea
Coffee, Tea & Assorted Pop Mid Afternoon
Fresh Fruit or Vegetable Tray
Assorted Cookies
| \$39.95 per person

Executive Six

Continental Combo Breakfast
Mid Morning Refresh of Coffee & Tea
“The Variety Lunch”
Soup of the Day
Fresh Garden Salad
Sandwiches on a Variety of Breads
Pickles & Olives
Cookies & Squares
Coffee & Tea
Coffee, Tea & Assorted Pop Mid Afternoon
Fresh Fruit or Vegetable Tray
Assorted Cookies
| \$49.95 per person

*Gratuity & G.S.T. are not included

Executive Packages



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Executive Seven

Continental Combo of Freshly Baked Assorted Pastries with Fresh Fruit & Coffee & Tea
Mid Morning Refresh of Coffee, Tea & Juice

Eat Through Your Meeting Hot Buffet Lunch

Rolls & Butter

Garden Salad with Assorted Dressings

Potato Salad

Mixed Bean Salad with Red Onions

Vegetable Salad

Assorted Pickles, Olives & Peppers

Choice of One of the Following:

Burger Bar or Taco Bar

Tandoori Baked Chicken on Steamed Rice

Meat or Vegetarian Baked Penne with a Marinara Sauce

Roast Chicken with Italian Spices served with Roasted Potatoes

Braised Beef Ragout with Bell Peppers served over Basmati Rice

Sweet Thai Chicken & Vegetables over Rice

Ginger Beef with Roasted Garlic, Mushrooms & Scallions over Rice

Assorted Squares & Cookies

Coffee & Tea

Mid Afternoon Break

Coffee, Tea & Assorted Pop

Assorted Cookies

Fresh Fruit or Vegetable Tray

| \$59.95 per person



* Based on a minimum of 15 persons. Prices valid if served in meeting room only * Gratuity & G.S.T. are not included

Executive Packages



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Buffet Style

All Boardroom Lunches Served with the Following:

Soup of the Day

Fresh Garden Salad

Selection of Olives, Pickles & Peppers

Assorted Squares & Cookies

Coffee & Tea

Assorted Sandwiches with your Choice of Bread

(Based on 1 1/4 Sandwiches per

person, add \$1.95 each for 2

Sandwiches per person)

Egg Salad with Chives

Smoked Turkey & Swiss Cheese Ham
& Cheddar

Tuna with Spanish Onion Roast

Beef with Fresh Lettuce

Vegetarian - Jalapeno Cheese

Slice with Cucumber & Tomato

(on request only)

The Old Stand-by

Regular White & Whole Wheat Bread

| \$19.95

Kaisers

All Grain, Sesame and White

| \$20.95

The Variety

Baguette, Rye, Fresh Herb Focaccia, Assorted Wraps, Croissants &
Whole Wheat Bread

| \$21.95

The Deli Table *

(Based on a minimum of 20 people)

Assorted Baguette & Buns

Assorted Salami Slices

Roast Beef, Ham and Turkey

Cheddar, Mozzarella, Jalapeno & Swiss

Sliced Tomatoes, Cucumber, Lettuce

Spanish Onion & Bell Peppers

Pasta Salad & Potato Salad

Butter, Mustard, Relish & Mayo

(Add Egg Salad or Tuna Salad for \$0.95 per person

| \$25.95

* The Deli Table is not recommended for large groups

Lunch Enhancements

Fresh Vegetable Platter with Dip | \$3.95 per person

Assortment of Canadian & Imported

Cheese with Crackers | \$4.95 per person

Seasonal Fresh Fruit Tray | \$3.95 per person

Dessert Buffet | \$6.95 per person

Prices valid if served in meeting room only

*Gratuity & G.S.T. are not included

Boardroom Lunches



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Rolls and Butter

Pickles, Olives and Pepper Tray

Garden Salad

Fresh Herb Bean Salad

Diced Potato Dijon Salad

1 Chef's Choice Salad

Fresh Vegetable Platter with Peppered Sour Cream Dressing

Selection of Sweet Desserts

Coffee and Tea

| \$21.95 per person

(Minimum of 30 people)



Lunch Buffet Enhancements

Meat or Vegetarian Lasagna with Romano Cheese

| \$6.95 per person

Roast Chicken with Sweet Thai Sauce

| \$6.95 per person

Black Bean & Ginger Fried Beef

| \$6.95 per person

Baked 3-Cheese Penne Vegetarian or Meat

| \$5.95 per person

Roast Chicken with Italian Spices

| \$6.95 per person

Braised Alberta Beef Ragout with Bell Peppers

| \$6.95 per person

Filet of Salmon with a Panko Crust and Herb Butter Au Jus

| \$8.95 per person

Carved Roast Beef or Ham or Turkey

| \$7.95 per person

Baked Alberta Beef Meat Loaf with Wild Mushrooms & Green Peppercorns

| \$6.95 per person

Carved Prime Rib

| \$9.95 per person

Hot Items, when appropriate will be served with Fresh Seasonal Vegetables, Chef's Rice or Roasted Potatoes

Beef, Ham or Turkey will be carved by a chef based on 50 or more people, otherwise it will be pre-sliced.

* Gratuity & G.S.T. are not Included

Luncheon Buffet



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All lunches include rolls & butter, coffee and tea, vegetables, potato or rice (see Vegetable & Starch page) and a choice of either an appetizer or dessert. If both are desired, add \$4.95 per person

Appetizer

Garden Greens with Mixed Peppercorn Ranch Dressing with Herbs. Garden Greens with Raspberry Vinaigrette touched with Lemon Pepper. Old Country Vegetable Soup with Parmesan Croutons.

Option One

Roasted Garlic & Onion wrapped in Meat Sauce over Penne Rigate Pasta finished with Italian Parsley, Romano & Mozzarella Cheese.

| \$22.95

Option Two

Sweet Chili Chicken Stir Fry with Ginger over Steamed Rice.

| \$24.95

Option Three

Breast of Chicken Roasted with Mediterranean Herbs finished with a Champagne Veloute and Wild Mushroom Blend.

| \$27.95

Option Four

Sautéed Breast of Chicken with Grilled Bell Peppers touched with Bourbon in a light Madagascar Sauce.

| \$27.95

Option Five

Greek Inspired Lemon Chicken with Cracked Tri-Color Peppercorns & Herbs. Baked with Feta Cheese touched with a light Au Jus.

| \$27.95

Option Six

Gently Roasted Beef, English Cut & Finished with Julienne Jardinière.

| \$27.95

Option Seven

Prime Rib Sandwich with Garlic Grilled 7-Grain Baguette Garnished with Wild Mushrooms & Julienne leeks.

| \$33.95

Option Eight

Poached or Baked Filet of Canadian Salmon on a bed of Julienne Root Vegetables with a Ginger Infused Citrus Velouté Sauce.

| \$33.95

* Gratuity & G.S.T. are not included

Desserts

Double Chocolate Mousse Cake with Fruit Coulis | Carrot Cake with Amaretto Sauce
Apple Strudel with French Vanilla Sauce | Chocolate Mousse drizzled with White Chocolate Ganache

Served Lunch



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Eat Through Your Meeting Buffet

Rolls & Butter

Garden Salad with Assorted Dressings, Potato Salad, Coleslaw and Mixed Bean Salad with Red Onion.

Assorted Pickles, Olives & Peppers

Hot Seasonal Vegetables

Choice of One of the Following

Tandoori Baked Chicken with Rice

Meat or Vegetarian Baked Penne with Marinara Sauce

Roast Chicken with Italian Spices served with Roasted Potatoes

Braised Alberta Beef Ragout with Bell Peppers served over Basmati Rice

Diced Sweet Thai Chicken with Vegetables over Rice

Ginger Beef with Roasted Garlic, Mushrooms & Scallions over Rice

Assorted Squares & Cookies

Coffee & Tea

| \$23.95 per person

Build Your Own Buffet

(Based on One and a Half per person)

Garden Salad with Assorted Dressings, Mixed Bean Salad with Red Onion,
Potato Salad & Coleslaw, Assorted Pickles, Olives & Peppers.

Choice of One of the Following

Burger Bar with Potato Chips (Beef Patties, Cheese, Lettuce, Tomatoes and All the Trimmings)

Taco Bar with Soft Shells (Beef or Chicken, Cheese, Lettuce, Tomatoes, Black Olives, Sour Cream & Salsa)

Assorted Squares & Cookies

Coffee & Tea

| \$23.95 per person



* Gratuity & G.S.T. are not included

Based on a minimum of 15 people, Prices valid if served IN meeting room

Buffet is out for a maximum of 45 minutes

Meeting Buffet Lunches



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All Inclusive Meeting Package

Assorted Muffins, Chilled Fruit Juices,
Coffee & Tea on Arrival

Mid Morning Refresh of Coffee & Tea

"The Old Stand-By"

Soup of the Day

Fresh Garden Salad

Sandwiches on Regular White
and Whole Wheat Bread

Pickles & Olives

Cookies & Squares

Coffee & Tea

Coffee, Tea & Assorted Pop Mid Afternoon
Assorted Cookies

Room Rental Included and Choice of either a Flipchart or Screen

| \$55.95 per person

* Based on a minimum of 15 persons. Prices valid if served in meeting room only

* Gratuity & G.S.T. are not included

* Room Restrictions Apply

All Inclusive Deluxe Meeting Package

Continental Combo of Freshly Baked Assorted Pastries
with Fresh Fruit & Coffee & Tea

Mid Morning Refresh of Coffee, Tea & Juice

Eat Through Your Meeting Hot Buffet Lunch

Rolls & Butter

Garden Salad with Assorted Dressings

Potato Salad

Mixed Bean Salad

Coleslaw

Assorted Pickles, Olives & Peppers

Choice of One of the Following:

Tandoori Baked Chicken on Steamed Rice

Meat or Vegetarian Baked Fusilli

Roast Chicken with Italian Spices served with

Roasted Potatoes

Braised Beef Ragout with Bell Peppers over Rice

Sweet Thai Chicken & Vegetables over Rice

Ginger Beef with Roasted Garlic, Mushrooms & Scallions over Rice

Assorted Squares & Cookies

Coffee & Tea

Mid Afternoon Break

Coffee, Tea & Assorted Pop

Assorted Cookies

Fresh Fruit or Vegetable Tray with Dip

Room Rental Included and Choice of either a Flipchart or Screen

| \$65.95 per person

All Inclusive Meeting Packages



Screens

5' x 10' Screen with Dress Skirt, labor included	\$275.00
8' Tripod Projection Screen	\$50.00
5' x 10' Screen with full Dress kit, including labor	\$395.00
Drop Down Screens - available in select rooms only	\$75.00

Accessory Equipment

Flipchart with paper	\$45.00
4' x 6' Whiteboard	\$50.00
2' x 3' Whiteboard	\$25.00
Easel	\$22.00
Laser Pointer	\$25.00
Wireless Mouse	\$44.00
A/C Extension Cord	\$8.00
Power Bar	\$8.00
A/V Tech Labour (Per Hour - Minimum 1 Hour) Monday - Friday 7:00 - 24:00	\$75.00
A/V Tech Labour (Per Hour - Minimum 3 Hours) Monday - Friday 24:00 - 7:00	\$112.50
A/V Tech Labour (Per Hour - Minimum 3 Hours) Weekends	\$112.50
A/V Tech Labour (Per Hour - Minimum 3 Hours) Holidays	\$120.00
Patch Fee per 100 sq. ft.	\$9.00
Power Drop (Supplied by Glenmore Inn & Limited Quantity Available)	\$125.00
Dedicated Internet Line (Modem)	\$50.00



Audio Visual Equipment



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Video Equipment

Laptop	\$165.00
Comfort Monitor and Stand	TBD
LCD Projector for Computer or Video	\$230.00
LCD Splitter (HDMI) 1 Laptop to 2 LCDs	\$66.00
HDMI Cable 25 Foot	\$25.00
HDMI Cable 45 Foot	\$50.00

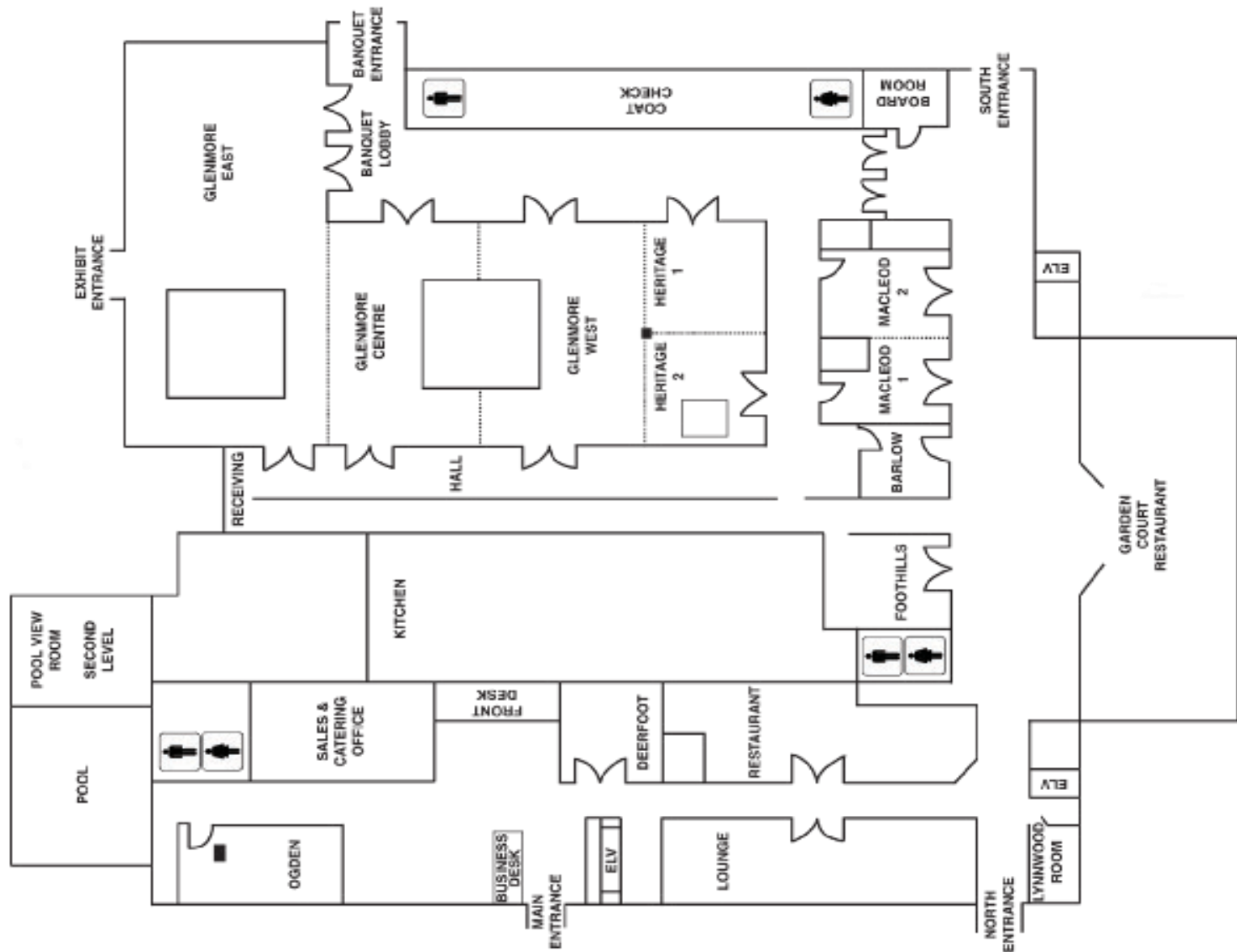
Sound & Audio Equipment

Microphone with Floor Stand	\$41.00
Wireless Hand Held/Lavalier (Neck)	\$110.00
Slimline Microphone (tabletop)	\$50.00
Wireless Head Set	125.00
Computer Audio Patch with Mixer	\$80.00
Computer Speakers	\$28.00
14 Channel Mono Mic/Line Mixer	\$72.00
16 Channel Mixer	\$138.00
Compact Disc Player High Clarity	\$35.00
Speaker Phone (Polycom)	\$105.00
Portable Powered Speaker & 1 Microphone	\$116.00
Portable Powered Speaker & DI Box	\$116.00
DI Box (Sound from Laptop to PA System)	\$28.00
EQ - Equalizer & Mixer (Required for 3 microphones or more)	\$144.00
Multi Display HDMI Splitter Package (Max. 50')	\$200.00
Digital Microphone Conference System (plus \$44 per microphone)	\$457.00



Audio Visual Equipment





Floor Plan





The GLENMORE INN & Convention Centre

		Glenmore East	Glenmore Centre or West	Glenmore East, Centre & West	Glenmore East, Centre, West & Heritage	Glenmore Centre/ West & Heritage	Glenmore West & Heritage	Heritage #1 or #2	Heritage Room	Macleod #1 or #2	Macleod Room	Ogden Room	Deerfoot Room	Barlow Room	Foothills Room	Boardroom	Lynnwood	Pool View Room
STYLE																		
Cocktail Reception		350	180	700	1000	450	250	50	100	40	100	60	40	20	N/A	N/A	N/A	N/A
Rounds of 10		360	140	650	720	400	220	50	100	40	90	50	40	20	30	N/A	N/A	N/A
Dinner Dance		260	100	580	650	300	180	N/A	80	N/A	75	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Boardroom Style		90	60	N/A	N/A	N/A	N/A	28	52	24	48	30	24	16	16	6	12	24
U-Shape		80	50	N/A	N/A	N/A	N/A	24	44	20	40	26	22	12	18	N/A	N/A	16
Theatre		540	220	1200	1200	600	350	70	150	60	130	80	60	40	45	12	22	40
Classroom (18"x 8" Tables)		200	92	360	440	280	160	32	68	24	60	36	28	16	15	N/A	12	24
Dimensions		90 x 47	58 x 32	N/A	N/A	58 x 88	58 x 56	24 x 28 24 x 30	58 x 24	25 x 28 21 x 28	46 x 28	24 x 42	22 x 26	21 x 23	17 x 31	13 x 12	10 x 21	30 x 23
Square Footage		4314	1931	8292	9742	5312	3323	675/720	1395	700/588	1288	1008	585	440	527	156	210	690
Ceiling Height		11'	11'	11'	N/A	N/A	N/A	10'	10'	11'	11'	10'	10'	10'	10'	10'	7'	7'

Meeting room charges vary based on food and beverage requirements & number of attendees.
These numbers may vary depending on final set-ups, i.e. audio visual, bars, head tables, etc.