

Terms and Conditions

All food and beverage products must be purchased and consumed within the premises. Alcoholic beverages and food products cannot be brought into areas licensed by the facility.

Menu selections should be submitted 14 days prior to your function date in order to assure your selections. The hotel requires a guaranteed number of guests attending the function 72 hours prior to the event. Charges will be made on the guaranteed number or the actual number of people served, whichever is greater.

Please notify the catering department of all dietary restrictions and/or allergies 72 hours prior to function.

Prices listed are current and guaranteed three months prior to your function. Prices are subject to change without notice to meet increased market costs however the hotel will honor all confirmed prices on function contracts that have been signed and returned by the client. All food and beverage prices are subject to 13% HST and 15% Gratuity.

There is no room rental fee for banquets provided there are more than 100 people in attendance.

A \$1000.00 deposit is required for all meal functions in order to confirm your space. The remaining balance is due 72 hours prior to the function.

A Bartender Fee of \$75.00 will apply for banquets of less than 100 people, or if sales do not exceed \$500.00

Banquet cancellation charge. If the cancellation occurs less than six months prior, we will refund your deposit provided we can book the space again. A full refund of your \$1000.00 deposit will be available six months prior to your event.

Food & Beverage Cancellation. All food and beverage orders are to be guaranteed 72 hours prior to the function. Cancellations of food & beverage within 72 hours are subject to penalty.

SOCAN tariff and 13% HST (by law) apply for events that include musical entertainment. Events with dancing will be charged \$59.17 while events without dancing will be charged \$29.56. This will be billed to your account by the hotel.

Cake Cut and Tray Fee is \$45 plus HST

Signage and promotional materials must be of professional nature and are subject to approval by hotel management. Materials shall not be posted, mailed or screwed to walls/furniture. The hotel will charge client for any damages caused accordingly.

The Comfort Inn is not responsible for damages or loss of any article left in the hotel prior to, during or following your event.

We look forward to hosting your next event