

THE MANOR EVENT VENUE

SOCIAL EVENT PACKAGE

2023



The Manor Event Venue | 16750 Weston Road, King, Ontario, L7B 0C7
| Tel: (416) 410-6680 | Web: www.bypeterandpauls.com



PACKAGE INCLUSIONS

Venue Amenities and Features

No Partition Walls

Private Restrooms

Picturesque Setting

Complimentary Parking

Map Card Invitation Inserts

Extensive Beverage Offerings

Private VIP Suite with On-Site Safe

Customized Menu Offerings Available

Complimentary Coat Check (seasonal)

Modern and Contemporary Event Space

Front Door Concierge to Greet & Direct Guests

Dedicated Function Manager, Waiter & Bartender Service

Exceptional Food Quality & Cuisine using Seasonal and Local Ingredients

State-Of-The-Art Sound and Lighting partnership with S4 Entertainment Powered by ACS

Reception Tables adorned with White, Ivory, Black or Grey Table Linens & Napkins, Glassware & Silverware

On-Site Banquet Coordinator to assist with the Planning Process, Menu Finalization, Floor Plan Design and Event Logistics

SAMPLE MENU

UNLIMITED SOFT BEVERAGE SERVICE

4 Hours of Service

Assorted Pop & Juice
Coffee/Tea/Espresso Service
Sparkling & Flat Bottled Water

1 Bottle of Red & 1 Bottle of White House Wine, per table

Manor Staff to Circulate a Non-Alcoholic Tropical Punch to Guests Upon Arrival

Optional Bar Add-Ons

Mimosa Service from the Bar - \$4.00 per person

1 Signature Cocktail from "Deluxe Bar" Selection - \$5.50 per person

Additional Red & White Wine Bottles Available on Consumption - \$35.00 inclusive per bottle

Unlimited Red & White House Wine - \$4.00 per person

Unlimited Red & White House Wine & Domestic Beer - \$6.50 per person

Open "Deluxe Bar" - \$15.50 per person

Open "Top Shelf" Bar - \$20.00 per person

RECEPTION SERVICE

Specialty Breads & Fresh Baked Focaccia, Basket per table

"My Mother's Olive Oil" Imported from Greece

1ST COURSE: APPETIZER

(Choice of One Appetizer)

2ND COURSE: MAIN ENTRÉE

(Choice of One Main Course)

3RD COURSE: DESSERT

Client to provide Celebratory Cake, Manor to Cut and Serve per person

Coffee/Tea/Espresso Service

Available for events with 125 guests or less

Events in excess of 125 guests to contract a separate dessert from The Manor

(Manor to cut and serve clients celebratory cake from a station)

Optional Dessert Add-Ons

Market Fresh Seasonal Fruit, platter per table - \$3.50 per person

Assorted Mini Pastries, platter per table - \$3.50 per person

Inquire about our individual dessert offerings per person

Guests with allergy/dietary meal requirements to include but not limited to vegetarian, vegan, celiac/gluten, shellfish, nut, dairy, etc. will be accommodated

Client to notify The Manor no later than 10 days prior to the event date of all associated allergy/dietary requirements

All such substitute meals are at the full discretion of The Manor's culinary team

There may be a surcharge applied in the event of a substitution

Food & Beverage Upgrades Subject to an 18% Administration Fee + Tax

BAR SERVICE

OPEN “DELUXE BAR”

Open “Deluxe” Bar – Additional \$15.50 per person

RYE: Wisers

GIN: Beefeater

BRANDY: Macieira Royal Old, Metaxa

SCOTCH: Ballantines, Johnnie Walker Red

BOURBON: Jack Daniels

VODKA: Absolut, Sobieski

RUM: Havana Club, Bacardi Black

LIQUEURS:

Ouzo, Kahlua, Soho Lychee, Triple Sec, Cherry Brandy, Southern Comfort, Crème de Menthe White, Crème de Cacao White, Crème de Banana, Peach Schnapps, Blue Curacao, Melon, Butterscotch Schnapps, Sour Puss Green Apple Liquor, Sour Puss Raspberry Liquor

APERITIFS, VERMOUTH & BITTERS:

Jägermeister, Campari, Martini Dry, Dubonnet Red, Cinzano Red

DOMESTIC BEERS:

Coors Light, Molson Canadian, Sol, Miller Genuine Draft, Miller Lite

HOUSE RED & WHITE

SPARKLING WINE FOR TOASTING

NON-ALCOHOLIC BEVERAGES:

Non-Alcoholic Beer, Spring & Mineral Water, Pop, Juice, Coffee, Tea & Espresso

UPGRADE TO OPEN “TOP SHELF BAR”

Open “Top Shelf Bar” – Additional \$20.00 per person

(To include **both** the “Deluxe Bar” & “Top Shelf Bar” Selections)

RYE: Crown Royal, Jim Beam

GIN: Tanqueray, Bombay Sapphire

TEQUILA: Olmeca Gold, Olmeca Altos Plata

SCOTCH: Johnnie Walker Black, Chivas Regal, Abelour, Glenlivet, Glenfiddich

RUM: Bacardi White, Bacardi 8, Lambs Black Sheep Spiced Rum, Malibu Rum

IRISH WHISKEY: Jameson’s

BOURBON: Gentleman’s Jack

VODKA: Belvedere, Ketel One, Sobieski

COGNAC: Courvoisier VS, Hennessy VS

LIQUEURS:

Bailey’s, Grand Marnier, Amaretto, Frangelico, Sambuca, Limoncello, Alize Red Passion, Hpnotiq, Grappa Bottega, Goldschlager, Galliano

APERITIFS, VERMOUTH & BITTERS:

Amaro Lucano, Aperol

PORT:

Graham’s 10YO Tawny Port, Sandeman

DOMESTIC & IMPORT BEERS:

Heineken, Red Stipe, Birra Moretti, Strongbow Apple Cider

Bar Packages Based on Up To a 4 Hour Service Duration

Products/Brands are Subject to Change/Substitution without Notice

Deluxe Bar: An Additional \$1.75 per Person per ½ Half Hour Will Apply for Each Additional ½ Hour of Service Requested

Top Shelf Bar: An Additional \$2.25 per Person per ½ Hour Will Apply for Each Additional ½ Hour of Service Requested

APPETIZER OPTIONS (CHOICE OF ONE)

Mixed Greens Cucumber Bouquet, Cherry Tomatoes, Julienne of Carrots, Balsamic Vinaigrette

Arugula, Fennel, Marinated Beets, Goat Cheese, Citrus Vinaigrette

Roasted Butternut Squash Potage Soup

Roasted Red Pepper Soup

Penne á la Vodka, Pancetta, Fresh Basil

Casarecce, Pomodoro, Fresh Basil

Penne, Rosé Sauce

UPGRADES

Antipasto Plate per Person (In Place of the Appetizer Plate Above) – \$3.00 per person

(Or Add an Antipasto Plate per person Prior to the Appetizer Course – \$5.50 per person)

Plate Description: Prosciutto, Melon, Grilled Vegetable Stack, Home-Seasoned Black & Green Olives, Marinated Mushrooms, Tomato Bocconcini drizzled with Olive Oil Infused Pesto

Duo of Pasta: (Add a Stuffed Pasta or Risotto to a Short Noodle Selection) – \$4.00 per person

Pasta Course (If Adding a Separate Pasta Course After the Appetizer Plate)

Short Noodle – \$5.00 per person

Stuffed Pasta or Risotto – \$7.00 per person

Duo of Pasta (Short Noodle Paired with a Stuffed Pasta or Risotto) – \$7.00 per person

SHORT NOODLE PASTA SELECTIONS:

Casarecce

Penne

Gemelli

Farfalle

STUFFED NOODLE PASTA SELECTIONS:

Bauletti

Tortellini

Agnolotti

Rotolo

PASTA SAUCE SELECTIONS:

Rosé Sauce

Vodka Sauce (served with or without Pancetta)

Tomato Basil

Lemony Kale Pesto Cream

Parmegiano Cream Sauce, Truffle Essence

Chardonnay Cream Sauce with Asiago

STUFFING FOR STUFFED PASTA:

Butternut Squash

Ricotta Cheese & Spinach

Leeks, Mushrooms & Ricotta Cheese

Sun Dried Tomatoes & Ricotta Cheese

RISOTTO SELECTIONS:

Leek and Fennel

Asparagus, Lemon & Asiago

Wild Mushroom, Truffle Essence

Wild Mushroom & Asparagus

MAIN COURSE (CHOICE OF ONE)

6 oz. Oven Roasted Chicken Breast

Stuffed Chicken Breast (optional)

Asiago Cheese & Spinach
White & Wild Rice, Mushrooms
Brie, Caramelized Onions, Sundried Tomatoes

6 oz. Grilled Atlantic Salmon Filet, Beurre Blanc

6 oz. Boneless Red Wine Braised Beef Short Ribs

UPGRADES

Two 8/12 Black Tiger Shrimp, Beurre Blanc – \$7.00 per person

Mixed Field Greens, Balsamic Vinaigrette (Bowl per Table with Main Entrée Service) – \$2.00 per person

MAIN COURSE ACCOMPANIMENTS

CHOICE OF ONE:

Roasted Potatoes, Rosemary & Sea Salt

Greek Lemon Roasted Potatoes

Garlic Crushed Potatoes

Buttermilk Potato Mash

CHOICE OF ONE:

Roasted Root Vegetables

Red Pepper Sliver, Bok Choy

Fresh Snipped Carrot, Asparagus

Chef's Choice Seasonal Vegetables

FRIDAY/SUNDAY PRICING VICTORIA HALL

VICTORIA HALL (CAPACITY 160 GUESTS)

Minimum Guarantee: 75 Adults

\$65.00 per person + 18% Administration Fee + 13% Tax

Venue Facility Rental Fee

\$35.00 + Tax

The Venue Facility Rental Fee is Built within the Per Person Price

Should the Client Reserve the Space Below the Guaranteed Minimum, a Venue Facility Rental Fee will Apply

This fee replaces the client's per person rate per guest below the noted minimum

FRIDAY/SUNDAY PRICING ALEXANDER HALL

ALEXANDER HALL (CAPACITY 320 GUESTS)

Minimum Guarantee: 150 Adults

\$70.00 per person + 18% Administration Fee + 13% Tax

Venue Facility Rental Fee

\$40.00 + Tax

The Venue Facility Rental Fee is Built within the Per Person Price

Should the Client Reserve the Space Below the Guaranteed Minimum, a Venue Facility Rental Fee will Apply

This fee replaces the client's per person rate per guest below the noted minimum

EVENT EXTENSION

An additional \$5.00 per person (+ 18% administration + 13% tax) per additional ½ hour (30min.) requested

Event Extension offered up to a maximum 7 hours

ADDITIONAL CHARGES

SOCAN FEE: Victoria Hall: \$63.49 + Tax OR Alexander Hall: \$132.39 + Tax

Only Applicable for Events with Dancing

DISCOUNTS

Should the Client Meet/Exceed 75 Adults Victoria Hall or 150 Adults Alexander Hall, the following Discount will Apply per Child:

CHILDREN 4 – 12: Priced at \$10.00 Less than the Adult per Person Rate

***Same meal/number of courses & portion size (client may substitute the main course with chicken fingers and fries) ***

BABIES 3 & UNDER WITH CHICKEN FINGERS & FRIES: \$15.00 + 18% Administration Fee + 13% Tax

BABIES 3 & UNDER NO MEAL: Complimentary

May – October Event Space Accessible for Bookings 8 Months Prior

Pricing not applicable on Civic or Statutory Holidays

ADDITIONAL DETAILS

ADMINISTRATION FEE

18% Administrative Fee is inclusive of Map Card Invitation Inserts, Concierge, Complimentary Parking, Complimentary Coat Check (seasonal), Exclusive VIP Suite, Grounds & Facility Maintenance, Final Details Meeting with The Manor's Banquet Coordinating Department (menu/bar finalization, event logistic), Day-Of Event Management and Administrative Clerical Processing Duties

PRICE PER PERSON

Inclusive of the Venue Facility Fee, Food and Beverage Fees, Plates, Cutlery, Glassware, Corporate Chair, Tables, Set-Up & Cleaning Fees, Wait Staff, Bartenders, Floor Captain and use of The Manor's Table Linens & Napkins

CHAIR RENTAL UPGRADES

All Chair Rentals to be Arranged and Coordinated Directly with Pure Events
(Partner Division of Peter & Paul's Hospitality Group)

External chair rentals are not permitted

Email: chairs@bypnp.com

Web: pureeventdesign.com

AUDIO/VISUAL PARTNER

The Manor's Exclusive Audio-Visual Partner is S4 Entertainment Powered by ACS
Clients may Reserve Services Directly with S4 Entertainment or Outsource their Chosen DJ or Band
Additional Charges Will Apply wherein an Outsourced DJ and/or Band is Contracted

All On-Site Audio Visual to be Provided/Powered by S4 Entertainment

(Outsourced Equipment is Not Permitted to include but not limited to Speakers, Lighting, Trussing, etc.)

Email: joe@s4entertainment.com

Web: www.s4entertainment.com

SERVICES TO COMPLEMENT YOUR BOOKING

Peter & Paul's Hospitality Group is your One-Stop-Shop for All of your Event Needs
Visit our Website at www.bypeterandpauls.com to browse our Services

Peter & Paul's Gifts: Specializing in Guest Favours, Special Occasion Gifting, Custom Engraving & More!

Pure Event Design: Innovative, Creative and Impeccable Floral, Décor & Furniture Rental Company

PAYMENT SCHEDULE:

\$500 Booking Deposit

Payment Terms: Bank Draft, Certified Cheque, Cash or Credit Card (3% Credit Card Handling Fee Waived)
Payment due at the conclusion of the client's 48-hour hold

35% Due Upon Signing

Payment Terms: Bank Draft, Certified Cheque, Personal Cheque, Cash or Credit Card (3% Credit Card Handling Fee Applied)
Payment due no later than 5 days following receipt of the client's \$500 Booking Deposit

Final Payment Due 5 Days Prior to the Event Date

Payment Terms: Bank Draft or Certified Cheque

48-HOUR HOLD POLICY:

- A courtesy hold may be placed on one date for 48 hours. Should another client express interest in the noted date, the original client will be given a reduced time-frame with which to make a decision.
- The Manor will automatically release the date at the conclusion of the 48 hours if no declaration of booking is received from the client.
- In order to confirm a booking at the conclusion of the 48-hour hold, a \$500 non-refundable/non-transferable credit card payment is required over the phone.
- The \$500 applies towards the client's final invoice.
- In the event the client elects to forfeit their booking and/or they are unable to complete the booking process within the time specified the \$500 deposit will be withheld as a cancellation expense.
- As outlined in our terms and conditions, a client's hold will expire within 7 days. As such, the initial 48 hours (2 days) are offered as a courtesy. Within the remaining 5 days, the client is required to sign their contract with The Manor and remit the balance of their booking deposits to solidify the reservation.

Revised December 14th, 2022 by Diane Kolodziej

All Prices Subject to Change Without Notice
Additional Fees May Apply due to Government Regulations
Taxes Calculated on the Tax Structure at Time of Event Execution
Package Inclusions and Offerings Subject to Change Without Notice