



200 Parent Way
Fort McMurray, Alberta T9H 5E6

Meetings



Thank you for choosing the Vantage Inn & Suites to host your meeting.
We have 2 Boardrooms operated by the Victory Sports Bar & we offer
continental breakfast, lunch options & snack items for catering

To make your booking or for further
information please contact

Kim Pavelko

Phone 780-713-8059

Fax 780-791-1153

Email victorysportsbar@shaw.ca

Website www.vantagefortmcmurray.com

Booking Policies

Confirmed Booking – a booking is deemed confirmed when the booking coordinator receives the signed event contract & credit card information to secure the space

Contract – must be clearly signed by the event organiser including credit card details. The hotel reserves the right to assign a different room should numbers or the set up change

Guaranteed Number of Guests – total is required 72 hrs prior to the booking

Cancellation – if contract is cancelled within 7 days of booking, FULL Room Charge & 50% of Total Catering costs apply

Tariffs – standard industry tariffs are 18% Gratuity & 5% GST on Banquet/Meeting Space & Catering services

Decorations – items are not permitted tacked, taped or hung from the banquet/meeting room walls. Sparkles, candles, confetti & glitter are prohibited. All decorations must be removed at the end of the event

Invoicing – a final invoice will be issued to the event organiser, the following business day of the event. Please note: Direct Billing applications are available to receive invoicing & must be approved prior to date of booking

Payment – accepted methods of payment are credit card or cash. Payment is required for guaranteed number of guests regardless of actual attendance for per head options. In the event of any outstanding balance on your account at the end of your booking, this amount will be charged to your credit card.

Late Payment – a fee of \$25 per day will be applied to your credit card for payments made past your invoice date

Food & Beverage – all catering items must be finalised 7 days prior to the event. The hotel catering group will be the sole supplier of all Food & Beverage. Due to Alberta Health regulations, we specifically prohibit the removal of any food from the premise by patrons. Pricing & menu options are subject to change without prior notice

Bars – if a bar is requested a minimum of \$350 in sales is required or a Bartender fee of \$20 per hour will apply

Lost Property - the staff & management of the booking venue do not accept responsibility for any lost, stolen or damaged property left at the venue prior to, during or after your booking

Damage – clients assume full responsibility for their guests & will therefore will be held liable for any costs associated to the repair of any damage that may occur to hotel property as a result of a booking

Designated Outdoor Smoking Area – smoking is not permitted inside or near the entrance of the hotel. Please see your meeting coordinator for directions to the designated outdoor smoking area

Under Age Guests – in accordance with the current Liquor Licensing Laws, minors (individuals under 18 yrs of age) must be accompanied by a parent or guardian at ALL times & must remain within the function area

Patron Care & Responsible Service of Alcohol – our properties practice strict responsible service of alcohol in accordance with the Alberta Liquor Act. Groups & or individuals will be asked to leave for unduly intoxication or disorderly behaviour

Proof of Age – upon request all guests are required to provide acceptable photo identification. (Canadian government issued photo ID, current passport, or drivers license) We adopt an under 25 ID check system. Service of alcohol will be refused to anyone unable to produce appropriate proof of age & will be asked to leave



Rates

Clearwater Boardroom (352sq.ft)	
Full Day	285
Half Day/Evening	185
Athabasca Boardroom (390sq.ft)	
Full Day	285
Half Day/Evening	185
Audio Visual Rental	
LCD Projector with Screen	185
Teleconference Phone	50
Screen	20
Whiteboard/Flipchart with Markers	20

Set Ups	Clearwater 22x16	Athabasca 30x13
Boardroom	14	20
Classroom	12-15	12
Ushape	14	-
Theatre	30	30

All items are subject to 18% gratuity/service charge & a 5% GST
Menu & Pricing are subject to change



Refreshments

(per person)

Coffee & Tea	2.75
Soft Drink	3
Bottled Juice	3
Bottled Water	3
Muffins	3
Bagels	3

Platters

(serves 6-8)

Vegetable with Ranch Dip	33
Seasonal Fruit	38
Dessert	40



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Continental Plus

Variety of Fresh Bagels & Muffins
Juice, Fruit Bowl, Yoghurt
Selection of preserves, cream
cheese & butter
17 per person

Taco Bar

Minimum 6 guests
Mexicali Soup
All the fillings to create your own Tacos
Assorted Dessert Platter
22 per person

Turkey Dinner

Evenings Only
Oven Roasted Turkey, Dressing,
Mashed Potato, Gravy, Vegetables
Coleslaw, Cranberry Sauce & Dessert
28 per person

Soup & Salad

Soup of the Day
Choice of Garden or Caesar Salad
Assortment of Sandwiches & Wraps
Assorted Dessert Platter
22 per person

Chili

Fresh Buns
Choice of Garden or Caesar Salad
Assorted Dessert Platter
22 per person

Cold Plate

Minimum 6 guests
Fresh Buns & Choice of Potato
or Pasta Salad
Assorted Meat & Cheese Tray
Assorted Pickles
Assorted Dessert Platter
24 per person

Wing Platter

18-20 Large Golden Wings
Tossed in your Choice of Sauce
30 each

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