



Catering Information

THE *Fairmont*
HOTEL MACDONALD
EDMONTON

GENERAL INFORMATION

In order to hold space on a definite basis a signed contract and deposit payment is required. Space for the event is booked only for the times indicated. Should set up and dismantle times be required, please specify at time of booking as additional charges may apply. The Hotel reserves the right to provide an alternative function room best suited for the group should the number of guests attending the function or room set up differ from the original contract.

To ensure that all catering requirements stipulated are confirmed by both parties, we require that the client sign a copy of all Banquet Event Order(s) and return copies to the Conference Services and Catering Department prior to the event.

The Smoking Bylaw of the City of Edmonton prohibits smoking in any public spaces or function rooms within The Fairmont Hotel Macdonald, including the Empire Ballroom and Wedgwood Room Terraces.

FOOD & BEVERAGE

All Food and Beverage served in the Hotel is to be provided by The Fairmont Hotel Macdonald, the only exception being wedding and special occasion cakes. In accordance to Health and Safety Regulations, the hotel prohibits guests from removing any food and beverage products after a function, with the exception of wedding and special occasion cakes.

To offer your guests a choice of entrée (up to three choices), an additional charge of \$10.00 per person will apply. The hotel will prepare a customized menu for your event and the server will take your guests' selection prior to meal service.

If you wish to arrange for a choice of entrée (up to three choices) to be made in advance, the surcharge is \$5.00 per person. A final breakdown of the choices must be provided to your Catering Manager 72 hours in advance. Should this final breakdown be deviated from at the time of the event, additional entrees required will automatically be charged to the master account at \$55.00 per entrée. The client is required to prepare place cards indicating each guest's selection.

It is our pleasure to offer you custom menus, featuring local, organic and sustainable ingredients or healthy options from our **Fairmont Lifestyle Cuisine** and **Fairmont Lifestyle Cuisine Plus+** program. Our Catering Managers would be pleased to arrange a meeting with a member of our Culinary Leadership Team to create the perfect menu.



Menus featuring the green leaf logo denotes **Fairmont Lifestyle Cuisine** dishes, created using fresh, nutritious, nourishing, and wholesome ingredients.



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FOOD & BEVERAGE, CONTINUED

A final guaranteed number of guests for each event is required by 12:00 noon, two working days prior to the function. Should we not receive your guaranteed numbers by this date, we will invoice you for the original estimated number or the total number of guests attending – whichever is greater.

The Fairmont Hotel Macdonald is responsible for all beverage sales and service in accordance with the Alberta Gaming and Liquor Commission. The Fairmont Hotel Macdonald will supply all alcoholic beverages served in a licensed public area. No liquor service is permitted after 1:00 am.

All menu prices and room rental charges are subject to change without notice to reflect current market conditions. Prices do not include 17% service charge or 5% GST.

LABOUR CHARGES

A labour charge of \$30.00 per hour, per bartender (minimum 3 hours) will be applied if beverage sales are below \$300.00 per bar. A cashier charge of \$30.00 per hour, per cashier (minimum 3 hours) applies to all cash bars.

Additional labour will also be assessed on Canadian statutory holidays at \$5.00 per person.

AUDIO VISUAL

Microphones, sound equipment, videotape units, and a full range of other audio visual equipment are available on order. PSAV (Presentation Services Audio Visual), as the official supplier to the Hotel, maintains a fully staffed office in the Hotel. They provide a complete audio visual planning service, skilled technicians, state of the art equipment, and service which are responsive to your every need. Arrangements can be made through the Conference Services and Catering Department, or directly with PSAV at 780-668-1214. Please note that all AV prices are subject to a 17% Service Charge. All charges are subject to the 5% Goods and Services Tax, including the Service Charge.

Should you choose an alternate third-party AV supplier, the following patch fees will apply per day:

Empire Ballroom	\$550.00
Wedgwood Room	\$300.00
Drawing, Jasper, or Edmonton Rooms	\$150.00

CONNECTIVITY

All meeting rooms are equipped with standard power. A power drop can service additional electrical requirements; a \$200.00 fee applies. Additional costs will be assessed for electrical requirements above and beyond the standard usage.

Wireless and High Speed Internet Access is available in all meeting rooms at a charge of \$300.00 per day. Clients may supply their own computers or your Catering Manager can arrange for rentals.

Direct dial in phone lines are available in each meeting room at a cost of \$100.00 per day. A speakerphone is available at a cost of \$125.00 per day.



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EQUIPMENT AND DECOR

Due to the historical designation of the property, The Fairmont Hotel Macdonald does not permit any article to be fastened onto the walls or electrical fixtures. The use of tacks, tape, nails, screws, bolts or any tools, which could mark the floors, walls or ceiling, is prohibited. The Hotel will hold the organization and/or the exhibitor responsible for any and all damage to the Property.

Personal effects, décor items, and other equipment must be removed from the function room at the end of the function, unless the room is reserved on a 24 hours basis. The hotel will apply a labour charge of \$100.00 per hour if these items are not removed past agreed take down time. The hotel will not be held responsible or liable for any missing items.

The Fairmont Hotel Macdonald is pleased to receive and assist in the handling of boxes and packages. Due to the limited storage space, we are unable to accept shipments earlier than 2 days prior to the event. Please coordinate the pickup of items immediately following your event as the Hotel is not responsible for damage to, or loss of, any articles left on the premises after an event.

The Hotel offers two types of oil lamps that meet our fire safety code (see your Catering Manager regarding style and rental fee). Candles with open flame (e.g. tapers or candelabras) are not permitted. Candles in an enclosed container (e.g. votives), where the tip of the flame is at least one inch below the lip of the container, are acceptable. We request that no confetti (or similar) be used on hotel premises. A clean-up charge of \$300.00 minimum will apply if confetti is used.

Requests to place promotional materials and signage in the hotel should be directed to your Catering Manager. Signage is not permitted in the main lobby. All signage should be of professional quality and are subject to hotel management approval.

If you have any questions or concerns about Equipment and/or Décor, please contact your Catering Manager.

SOCAN MUSIC TARIFF FEE

All live or taped entertainment/music is subject to the SOCAN (Society of Composers, Authors and Music Publishers of Canada) music tariff fee and charged at: \$29.56 + 5% GST (without dancing) and \$59.17 + 5% GST (with dancing) for the Wedgwood or Empire Ballroom. Music tariff fee and charged at: \$20.56 + 5% GST (without dancing) and \$41.13 + 5% GST (with dancing) for the Jasper, Drawing or Edmonton Rooms. This charge will be applied to your bill. Questions regarding SOCAN fees can be directed to 1-800-51-SOCAN (16886).



Breakfast

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The Executive Continental

(Buffet)

Fresh Chilled Orange, Grapefruit and Apple Juice
Hotel Mac's Signature Mango, Pineapple and Lychee Juice Blend

Selection of Dry Cereals with 2% Milk
Homemade Birchermuesli
Buttery Fresh Croissants
Fruit Danish Pastries, Assorted Muffins, Chocolatines
Creamery Butter and Preserves

Sliced Bread and Bagels for Toasting, Herb Cream Cheese
Sliced Fresh Fruits and Seasonal Berries
Individual Fruit Yogurts
Grapefruit and Orange Segments with Cottage Cheese

Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

\$20.50

Add a Platter of Sliced Smoked Salmon with Capers, Red Onions and Lemon Wedges

\$7.00 per person

Add sliced Cheese Platter

\$4.00 per person

Add Sliced Deli Meat Platter

\$6.00 per person

The Healthy Start

(Buffet)

Fresh Chilled Orange, Grapefruit and Apple Juice
Hotel Mac's Signature Mango, Pineapple and Lychee Juice Blend
Harvest Room Signature Smoothie of the Day

Freshly Baked Low Fat Muffins
Whole Grain Cereal with Skim Milk
Martini Style Berries, Low-Fat Vanilla Yogurt & Sun Dried Cranberry Granola
Whole Wheat Pancakes, Banana Compote
Seasonal Fruit Salad with Lychee and Fresh Mint

Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

\$24.50



Created using fresh and nutritionally balanced ingredients, Fairmont Lifestyle Cuisine dishes contribute to optimal health and wellness. Additionally we are pleased to offer you Lifestyle Cuisine *Plus*, nutritious meals designed around select dietary needs and diet-dependent requirements.

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Breakfast

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The Empire Breakfast

(Buffet or Plated)

Fresh Chilled Orange, Grapefruit and Apple Juice
Hotel Mac's Signature Mango, Pineapple and Lychee Juice Blend

Buttery Fresh Croissants
Fruit Danish Pastries, Assorted Muffins, Chocolatines
Creamery Butter and Preserves
Sliced Fresh Fruit and Seasonal Berries
Homemade Birchermuesli

Free Range Scrambled Eggs with Grated Cheddar, Chopped Chives
Crispy Smoked Bacon and Golden Brown Breakfast Sausages
Home Style O'Brian Breakfast Potatoes
Roma Tomato Parmesan Gratin

Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

Plated \$25.00

Buffet \$28.00

The Old Strathcona Market

(Buffet)

Fresh Chilled Orange, Grapefruit and Apple Juice
Hotel Mac's Signature Mango, Pineapple and Lychee Juice Blend

Mini Fruit Danishes and Chocolatines
Assorted Breakfast Fruit Loaves
Creamery Butter and Preserves
Homemade Birchermuesli
Seasonal Fruit Salad with Lychee and Fresh Mint

Your Choice of Belgium Waffles OR Pancakes OR French Toast
Served with Berry Compote and Canadian Maple Syrup
Scrambled Morinville Free Range Eggs with Chopped Chives and Cheddar Cheese
Crispy Smoked Bacon and Thick Cut Ham
Home Fried Breakfast Potatoes

Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

\$29.00

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The Wedgwood

(Buffet)

Fresh Chilled Orange, Grapefruit and Apple Juice
Hotel Mac's Signature Mango, Pineapple and Lychee Juice Blend

Buttery Fresh Croissants
Fruit Danishes and Assorted Muffins
Creamery Butter and Preserves
Platter of Sliced Smoked Salmon with Capers, Red Onions and Lemon Wedges

Traditional Eggs Benedict with Hollandaise Sauce
Golden Brown Turkey Sausages
Home Style Fingerling Potatoes with Fresh Herbs
Roma Tomato with Parmesan Gratin

Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

\$30.00

Enhance Your Traditional Eggs Benedict with
Brie and Asparagus, Red Pepper Hollandaise

\$2.00 per person

Or

Spinach and Lobster Benedict, Lemon Hollandaise

\$8.00 per Person

The Alberta Rancher

(Plated)

Fresh Chilled Orange, Grapefruit and Apple Juice
Individual Homemade Birchermuesli

Grilled Beef Striploin with Hollandaise Sauce
Truffle and Wild Mushroom Scrambled Eggs
Oven Roasted Plum Tomato and Fresh Asparagus Spears
Three Potato Hash with Fine Herbs and Caramelized Onions

Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

\$31.00

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Breakfast Enhancements

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Omelette Station


One of our qualified Chefs will prepare “Made To Order” Omelettes, Scrambled or Pan Fried Eggs for a maximum of 2 Hours

Button Mushrooms, Cheddar Cheese, Maple Ham, Red Onion, Peppers, Tomato, Scallions, Baby Shrimp, and Tomato Salsa

\$13.00 per Person

Complement your Breakfast Buffet with

Selection of Granola and Whole Grain Cereals served with 2% and Skim Milk 	\$4.75 per person
Assorted Plain and Multigrain Bagels with Flavored Cream Cheeses	\$4.75 per person
Traditional Eggs Benedict with Back Bacon and Hollandaise Sauce	\$6.25 each
Eggs Benedict with Spinach, Canadian Back Bacon and Citrus Hollandaise	\$6.25 each
Mini Breakfast Quiche (choice of Traditional Lorraine or Broccoli and Cheddar Cheese)	\$32.00 per dozen
Belgian Waffles with Whipped Cream, Strawberries and Maple Syrup	\$6.00 per person
Vanilla Bean French Toast with Apple Cinnamon Compote and Warm Canadian Maple Syrup	\$6.00 per person
Homemade Birchermuesli Martini	\$4.75 per person
Saskatoon Berry Muesli Yogurt Parfait with Housemade Granola and Dried Fruit 	\$5.50 each
Warm Cinnamon Rolls with Light Glaze	\$5.00 each
Home Made Oatmeal with Caramelized Apples and Brown Sugar	\$4.00 per person
Spolumbo’s Golden Brown Turkey Sausages	\$4.75 per person

 Created using fresh and nutritionally balanced ingredients, Fairmont Lifestyle Cuisine dishes contribute to optimal health and wellness. Additionally we are pleased to offer you Lifestyle Cuisine *Plus*, nutritious meals designed around select dietary needs and diet-dependent requirements.

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Coffee Break

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Beverages


Freshly Brewed Regular or Decaffeinated Coffee and Specialty and Herbal Teas	\$ 4.00 per Person
Fairmont Wellness Teas 	\$ 4.00 per Person
House-Made Hot Chocolate	\$ 4.00 per Person
Milk (250mL Cartons)	\$ 3.00 Each
“Coca-Cola” Soft Drinks (Cans)	\$ 3.25 Each
Individual Fruit Juice Bottle	\$ 3.50 Each
Perrier Mineral Water (200ml Bottle)	\$ 4.00 Each
Montclair Bottled Water (500ml)	\$ 3.50 Each
Lemonade	\$25.00 Pitcher
Iced Tea with Lemon Slices	\$25.00 Pitcher
Freshly Squeezed Juice (Orange, Apple or Grapefruit)	\$29.00 Pitcher
Fresh Carrot or Vegetable Juice	\$29.00 Pitcher
Fruit and Yogurt Smoothies  (Vanilla-Banana or Raspberry-Mango)	\$33.00 Pitcher

From Our Bake Shop

Assorted Freshly Baked Muffins	\$ 3.75 Each
Assorted Freshly Baked Low-Fat Muffins	\$ 3.75 Each
Buttery Fresh Croissants	\$ 3.75 Each
Assorted Fruit Danishes	\$ 3.75 Each
Chocolate Filled Croissants	\$ 4.75 Each
Selection of Bagels with Cream Cheese	\$ 4.75 Each
Warm Cinnamon Rolls	\$ 5.00 Each
Fruit and Traditional Scones	\$ 3.75 Each
Banana and Chocolate Chip Bread	\$29.00/12 Slices
Cranberry Lemon Bread	\$29.00/12 Slices
Zucchini Bread	\$29.00/12 Slices
Chocolate Dipped Biscotti	\$ 3.75 Each
Individual Yogurts	\$ 3.75 Each

Afternoon Treats

Freshly Baked Cookies	\$ 3.25 Each
Chef’s Selection of Squares	\$ 3.25 Each
Chocolate Decadence Brownies	\$ 3.25 Each
Chocolate Dipped Strawberries	\$ 3.50 Each
Fresh Strawberries	\$ 1.75 Each
Haagen Dazs Ice Cream Bars	\$ 5.50 Each
Selection of French Macaroons	\$ 4.25 Each
Local Albertan Made Chocolate Truffles	\$ 3.75 Each
Low Fat Granola Bars 	\$ 3.00 Each
Whole Fresh Fruit	\$ 3.25 Each
Callebeaut Chocolate Fondue with Fresh Fruit Skewers	\$14.50 per Person
Assorted Fresh Fruits and Seasonal Berries with Honey Citrus Yogurt Dip	\$ 9.00 per Person
Crispy Vegetables Crudités with Truffle Ranch Dip	\$8.00 per Person
Cheese Platter: Cheddar, Marble, and Havarti Water Biscuits	\$11.50 per Person
Individual Bag of Trail Mix with Dark Chocolate Pieces 	\$ 6.00 Each

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Themed Breaks

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Feature Presentation

Freshly Popped Popcorn
Tri Color Nacho Chips
Tomato Salsa, Sour Cream and Guacamole
Assorted Candy Bars and M&M's
Selection of Kettle Chips
"Coca-Cola" Soft Drinks (Canned)
\$14.50 Per Person

The Marathon Pause

Fresh Fruit Salad Martinis with Mint and Honey Yogurt
Low Fat Granola and Cliff Bars
Selection of House Made Fruit and Vegetable Juices
Gluten-Free Dried Fruit Crackers
\$13.00 Per Person

The Antioxidant Break


"Inner Gardens" Wheatgrass and Apple Smoothie
Mini Bagels, Cream Cheese and Pomegranate-Rhubarb Compote
Basket of Fresh Seasonal Whole Fruit
Fat Free Vanilla Yogurt with Sun Dried Cranberries
Granola
\$14.00 Per Person

The Prairie Fitness Break

Cranberry and Lemon Loaf
Assorted Mini Scones with Saskatoon Berry Compote
Banana Blueberry Smoothies
Seasonal Fruit Skewers with Minted Low Fat Yogurt Dip
\$14.50 Per Person

Chocolate Indulgence

White Chocolate Macadamia Nut and Chocolate Chunk Cookies
Double Dipped Chocolate Strawberries
Decadent Chocolate Brownies
Chocolate Blackout Cake
House-Made Hot Chocolate with Whipped Cream and Chocolate Shavings
\$ 15.00 Per Person

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Afternoon Tea

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The Confederation Lounge Afternoon Tea

Freshly Baked Plain and Fruit Scones
Strawberry Preserves and Devonshire Cream
Individual Fruit Salad with Fresh Seasonal Berries

Chef's Selection of Finger Sandwiches:
Smoked Salmon and Cream Cheese
Cucumber and Dill
Egg Salad with Scallions
Apple and Chicken Salad

Display of French Macaroons, Chocolate Truffles
Cheese Cake Lolly-Pops and Mini Brownies

Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

\$32.00 per Person

Enhance with Special Occasion Beverages

Non-Alcoholic Sparkling Punch	\$ 50.00 per Gallon
Canella Prosecco (Italy)	\$ 49.00 per Bottle
Banrock Station Sparkling Chardonnay (Australia)	\$ 37.00 per Bottle
Asti Spumante (Italy)	\$ 34.00 per Bottle



Fathers of Confederation Brunch

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Selection of Freshly Baked Bread and Rolls
Buttery Fresh Croissants, Fruit Danishes, Breakfast Loaves and Chocolatines
Seasonal Field Greens with Cherry Tomatoes, Cucumbers, Shredded Carrots and
Raspberry Vinaigrette
Plum Tomato, Artichoke and Red Onion Salad with Oregano Vinaigrette
Three Potato Salad with Grainy Mustard Dressing
Marinated Field Mushroom Salad with Lemon Thyme Vinaigrette
Roasted Alberta Beet and Corn Salad with Cilantro Dressing
Quinoa Salad with Parsley and Roasted Red Peppers with Cumin and Maple Vinaigrette

Selection of Canadian Artisan Cheeses
Grapes, Sliced French Baguette
Platter of Smoked Fish, Smoked Salmon, Lemons, Shaved Red Onions and Capers
Herb Cream Cheese

Scrambled Eggs with Grated Cheddar and Snipped Chives
Crispy Smoked Bacon, Golden Brown Breakfast Sausages
Belgium Waffles with Berry Compote and Maple Syrup

Your Choice of Three:

Lemon Pepper Spiced Atlantic Salmon, Champagne Cream Sauce
Fire Grilled Chicken Breast, Thyme Mushroom Sauce
Spinach and Brie Cannelloni with Creamy Tomato and Parmesan Gratin
Roasted Pork Shoulder with Green Apple Jus
Slow Roasted Alberta Beef Prime Rib with Natural Pan Juices (*add \$5 per person*)

Oven Roasted Mediterranean Vegetables
Herb Roasted Fingerling Potatoes

Selection of Fresh Pies, Cheesecakes, Tortes and Squares
Fresh Sliced Fruit Platter

Fresh Chilled Orange, Grapefruit and Apple Juice
Freshly Brewed Regular or Decaffeinated Coffee
Specialty and Herbal Teas

\$48.00

(An additional charge of \$250.00 will apply for groups of less than 50 guests)

Add Sparkling Wine for Mimosas
\$5.00 per person

Substitute Scrambled Eggs with Traditional Eggs Benedict with Hollandaise Sauce
\$4.00 per person

Enhance Your Traditional Eggs Benedict with:
Brie and Asparagus with Red Pepper Hollandaise
\$2.00 per person

Spinach and Lobster Benedict, Lemon Hollandaise
\$8.00 per person

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