



## Meetings and Events Package

### Turn your next special occasion into a Grand Occasion at Grand River Raceway

Thank you for your interest in Grand River Raceway's banquet and meeting facilities!

Grand River Raceway offers a unique mix of entertainment and amenities to suit your next group function including breakfasts, working lunches, cocktail receptions and dinners.

Our fabulous on-site catering supports all four rental spaces. We also feature seasonal live harness racing, year-round simulcast racing from all across North America and 240 slot machines in our Slots Parlour.

It's easy to plan an event! Please call or email for current room availability.

Please send the appropriate completed sections of this package at least 3 weeks in advance of your event. For your convenience, you may either:

1) Email: [bookings@grandriverraceway.com](mailto:bookings@grandriverraceway.com)

2) Fax: (519) 846-0206

3) Mail: Grand River Raceway c/o Bookings Dept. 7445 Wellington County Rd. 21, R.R. #2, Elora, ON N0B 1S0

If you have any questions, or would like to arrange a tour of our facilities, please contact us at (519) 846-5455 ext. 288.

We look forward to hosting your next business or social outing at Grand River Raceway.

Best regards,

*Emily Aldridge & Jenna Knox*

**Bookings Coordinators**

**Meetings & Events**

**Tel: (519) 846-5455 ext. 288**

**Fax: (519) 846-0206 [www.GrandRiverRaceway.com](http://www.GrandRiverRaceway.com)**

*Expect an Experience!*

**Meetings & Events Package**  
**Client Information**

NAME OF EVENT: \_\_\_\_\_

CLIENT NAME (or organization): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

CONTACT PERSON (group organizer/leader): \_\_\_\_\_

TELEPHONE (work): \_\_\_\_\_ EXT: \_\_\_\_\_ FAX: \_\_\_\_\_

TELEPHONE (cell): \_\_\_\_\_ EMAIL: \_\_\_\_\_

EVENT TYPE (i.e.: workshop, birthday party, meeting): \_\_\_\_\_

DATE (potential date(s) for booking): \_\_\_\_\_

ROOM(S) RENTED: \_\_\_\_\_

SET-UP TIME: \_\_\_\_\_ EVENT START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

TIME OF BREAKFAST: \_\_\_\_\_ LUNCH TIME: \_\_\_\_\_ DINNER TIME: \_\_\_\_\_ SNACK TIME(S): \_\_\_\_\_  
(please fill out menu selections in package and send to bookings at least two weeks in advance of event)

BAR REQUIRED: \_\_\_\_\_ TYPE (cash, tickets): \_\_\_\_\_ START & CLOSE TIMES: \_\_\_\_\_

ESTIMATED # OF PEOPLE IN GROUP: \_\_\_\_\_  
(final number to be confirmed 5 days in advance of event)

If you would like to receive a free Group Slot Package, please indicate: Yes \_\_\_\_\_ No \_\_\_\_\_

I have read this application and acknowledge and warrant that I, the applicant, have the authority to sign for and bind the group or organization named in this agreement. Also, I hereby covenant and agree to all of the terms and conditions set out and in particular, hereby covenant and agree that I am personally responsible and obligated to pay all charges due to Grand River Raceway (GRR) in accordance with the conditions. I further acknowledge that my right to use the Premises is at the discretion of the GRR. I will obtain a Certificate of Insurance, naming Grand River Agricultural Society, operating as Grand River Raceway as an additional insured from my insurance agent, to be submitted along with this application. I further acknowledge that I have read and will communicate the alcohol policy to all attendees in my group.

Applicant \_\_\_\_\_ Date \_\_\_\_\_



# Meetings and Events Package

## Facility Rentals

Please select the appropriate room by placing a ✓ in the corresponding box to the right

<b>WEEKDAY Rental Rates</b> (Monday – 5 pm Friday)	<b>Price Per Use</b>	✓
<b>The Board Room</b> 18' x 34' (seats 24)	\$70	
<b>The Wellington Room</b> 30' x 30' (seats 65)	\$125	
<b>Board/ Wellington Room combo</b> 48' x 30' (seats 90- divider removed for access to both rooms)	\$170	

<b>WEEKEND Rental Rates</b> (5 pm Friday – Sunday & Holidays)	<b>Price Per Use</b>	✓
<b>The Board Room</b> 18' x 34' (seats 24)	\$110	
<b>The Wellington Room</b> 30' x 30' (seats 65)	\$210	
<b>Board/ Wellington Room combo</b> 48' x 30' (seats 90- divider removed for access to both rooms)	\$280	

*~ Multi-use rates available –  
please enquire.*

### Policies

1. Estimated attendance and final meal selections must be submitted **2 weeks** prior to the event via submission of this rental application.
2. Final attendance and food quantity must be confirmed **5 days** prior to the event.
3. A minimum of 5 days notice of food and room cancellations is required, or all charges will be billable.
4. Invoicing will be based on confirmed numbers, as above. GRR cannot guarantee seating or meals for additional attendees above the confirmed number, nor can GRR provide a reduction to your bill for fewer attendees.
5. A Certificate of Insurance **issued to and naming Grand River Agricultural Society operating as Grand River Raceway as an additional insured, showing \$2,000,000 in minimum general liability with cross coverage** is to be submitted with this rental application.
6. **Full payment for the function is required by 10:00 pm that same day** and may be paid at the Gift Shop.
7. Absolutely no outside food, drink or alcohol is permitted in the Wellington Room, Board Room, or Captain's Quarters, as stated in the food policy. Please read the Alcohol Policy included in this document and notify your attendees in advance of it.
8. Taping, Tacking, or stapling to walls is not permitted. Not confetti or candles please.

## **Additional Options**

### **Audio & Visual Equipment Rentals**

Equipment is available to enhance your event. Please check the items required, and submit on or before your event confirmation date. Below is a list of equipment and corresponding charges (HST not Included), available on a first come first – serve basis.

<b>Equipment Available</b>	<b>Price</b>	<b>✓</b>
Podium	\$15.00	
8' Screen (x2)	\$17.00	
LCD Data Projector	\$40.00	
Hi Speed Internet Access	\$20.00	
Wireless Internet	\$40.00	
Microphone system and stand	\$30.00	
Microphone system and stand, hand-held cordless	\$40.00	
52" TV & HDMI cable (Lighthouse Only)	\$40.00	
DVD/VCR player and TV	\$40.00	
CD/Tape Player	\$10.00	
Flip Chart, Paper and Markers	\$12.00	
Dry Erase Board and markers	\$12.00	
Easels	\$7.00	
6' Folding tables (15, Lighthouse Only)	\$5.00	
Folding Chairs (95, Lighthouse Only)	\$2.00	
Extension Cord	\$5.00	
Power Bar	\$5.00	

### **Linens**

Please indicate if you would like linens and we will order in accordance to your party number and table types.

Table Cloths: Yes \_\_\_\_\_ No \_\_\_\_\_

Cloth Napkins: Yes \_\_\_\_\_ No \_\_\_\_\_

Preferred Colours

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# Meetings and Events Catering Package

## Breakfast

Please indicate the time that you would like breakfast served on the Client Information Sheet on page 2.

Please indicate your choice with the quantity in the column to the right		
<b><i>Continental Breakfast</i></b> <span style="float: right;"><b><i>\$9.75 per person</i></b></span> Freshly Baked Muffins, Asst. Cereals & Milk, Fruit Cup, Assorted Jams, Jellies and Butter, Coffee, Tea, Water & Fruit Juices		
<b><i>The Grand Slam</i></b> <span style="float: right;"><b><i>\$10.50 per person</i></b></span> Scrambled Eggs, Bacon, Sausage, Home Fries, Toast, Jams & Jellies, plus Coffee, Tea, Water & Fruit Juices		
<b><i>Muffin Platter</i></b> <span style="float: right;"><b><i>\$27.00 per platter</i></b></span> Assorted freshly baked Muffins (serves 8-10, 1.5 muffins per person), with butter		
<b><i>Fresh Carved Fruit Platter</i></b> <span style="float: right;"><b><i>\$26.95 per platter</i></b></span> A variety of seasonal fresh fruit. Serves 8-10 people.		
<b><i>Coffee, Tea, and Bottled Water</i></b> <span style="float: right;"><b><i>\$2.35 per person</i></b></span> Unlimited refills		
<b><i>Bottled Fruit Juices</i></b> <span style="float: right;"><b><i>\$2.75 per person</i></b></span> A selection of assorted 341 ml bottled juices.		

Prices are per person or platter, plus HST and 15% gratuity



# Meetings and Events Catering Package

## Build your own LUNCH BUFFET

**\$15.25 per person** (+ HST and 15% gratuity)

~ All lunches include a main lunch option, a salad option and refillable coffee, tea, soft drinks and water. Please indicate the time that lunch is to be served on page 2.

Please indicate your choice with a ✓ in the column to the right along with the quantity

### Choose one Main Lunch Option

Assorted Wraps and Sandwiches	
Meat ___ or Vegetable ___ Lasagna with Garlic Bread	
Vegetable Stir Fry w/ chicken ___ or beef ___ or shrimp ___ on noodles ___ or rice ___	
Chicken Tetrizzini with Garlic Bread	
Hot Sandwich: BBQ Chicken ___ or Hot Beef ___	

### Choose one Salad or Soup Option

Garden Salad with Assorted Dressings	
Creamy Caesar Salad	
Pasta Salad	
Homemade Soup of the Day: Cream ___ or Broth ___ Based	

**Add Additional Main Lunch option from above \$10.50 per serving**

**Add Additional Salad or Soup option from above \$2.95 per serving**

**Add Cheese to your Garlic Bread \$1.95 per serving**

### Dessert Options

Add Freshly Baked Assorted Cookies (13 cookies)	<b>\$17.50/tray</b>	
Add Hot Apple Blossoms with Caramel Sauce	<b>\$5.95/ serving</b>	
Add Mousse Selection – dark chocolate, strawberry and white chocolate, chocolate orange, double velvet, chocolate raspberry, chocolate peanut butter, chocolate hazelnut, white chocolate triple berry – please indicate selection to the right	<b>\$5.95/serving</b>	
Add All Occasion Cake (serves 8-10 ppl)	<b>\$33.95 each</b>	
Add Assorted Dessert Platter	<b>\$26.95/tray</b>	

Prices are per person or platter, plus HST and 15% gratuity



# Meetings and Events Catering Package

## Build your own DINNER BUFFET

**\$26.95 per person** (+ HST and 15% gratuity)

~All dinners include assorted dinner rolls w/ whipped butter, tossed garden salad with a selection of dressings, complimentary refillable soft drinks, tea, coffee and water.

Please indicate your choice with a ✓ in the column to the right	
<b>Choose one Salad Option</b>	
Pasta Salad ___ Caesar Salad ___	
Homemade Soup: Cream based ___ or Broth based ___	
<b>Choose one Meat Option</b>	
Slow Roasted Rotisserie Chicken	
Chicken Parmesan	
Maple Glazed Pork Loin	
Roast Beef w/ Au Jus	
Maple Glazed Salmon	
Turkey & Stuffing w/ Gravy *available Christmas, Easter & Thanksgiving only	
<b>Choose one Vegetable Option</b>	
Broccoli and Cauliflower w/ Hollandaise Sauce	
Roasted Brown Sugar & Thyme Carrots	
Roasted Asparagus in Parmesan Butter	
Green Beans in Dill Butter	
<b>Choose one Pasta Option</b>	
Meat ___ or Vegetable ___ Lasagna	
Fettuccini Tetrizzini	
Baked 3 Cheese Penne	
<b>Choose one Potato Option</b>	
Mashed Potatoes	
Roasted Mini Potatoes	
Scalloped Potatoes	
<b>Add Additional Soup or Salad option from above</b>	<b>\$2.95 per serving</b>
<b>Add Additional Meat option from above</b>	<b>\$6.99 per serving</b>
<b>Add Additional Vegetable option from above</b>	<b>\$2.00 per serving</b>
<b>Add Additional Pasta option from above</b>	<b>\$4.65 per serving</b>
<b>Add Additional Potato option from above</b>	<b>\$2.00 per serving</b>



# Meetings and Events Catering Package

Starters, Platters and Dessert Options		
<b>Starters: Please write the # of servings</b>		
Coconut Shrimp (16 pcs) with Sweet & Spicy Thai Sauce	\$18.75 per serving	
Garlic Bread and Cheese (16 pcs)	\$19.95 per serving	
Antojitos (35-40 pcs) served with Salsa & Sour Cream	\$19.95 per serving	
Crab and Lobster dip with warm Pita Points (36 pita points.)	\$23.50 per serving	
<b>Platters: Please write the # of platters. Each platter serves 8-10 ppl</b>		
Vegetables and Dip Platter	\$25.00 per platter	
Freshly Carved Fruit Platter	\$25.00 per platter	
Bruschetta Platter	\$35.00 per platter	
Cheese, Crackers & Grapes (assortment of 4 fine cheeses)	\$49.00 per platter	
Muffin Platter (with butter, 14 per platter)	\$27.00 per platter	
Assorted Sandwiches & Wraps (Ham & Cheese, Roast Beef, Egg Salad, Vegetable, and Tuna Salad on various breads & tortillas)	\$6.25 per serving	
<b>Desserts: Please indicate the # of people in the right column</b>		
Hot Apple Blossom with Caramel sauce	\$5.95 per serving	
New York Cheesecake with Strawberry Topping	\$5.95 per serving	
Mousse Selection – dark chocolate, strawberry and white chocolate, chocolate orange, double velvet, chocolate raspberry, chocolate peanut butter, chocolate hazelnut, white chocolate triple berry – please indicate selection to the right	\$5.95 per serving	
All Occasion Cake (serves 8-10 ppl, optional message on top)	\$33.95 each	
Assorted Dessert Platter (serves 8-10)	\$26.95 per tray	

**Prices are per person or platter, plus HST and 15% gratuity**





# Beverage Prices & Policies

## Grand River Raceway Bar Prices

Wine (glass)	\$5.15-\$6.63
Beer (Domestic)	\$5.25
Beer (Premium)	\$5.75
House Liquor	\$5.25
Premium Shots	\$5.75
Cocktails & Coolers	\$6.25

## Bottled Wine

White Wines	\$27.12 - \$37.29
Red Wines	\$32.77 - \$46.33

\*Please ask for available selection

## Non-Alcoholic Beverage Prices

Soft Drinks	\$2.25	# of Servings _____
Coffee & Tea	\$2.35	# of Servings _____
Juice	\$2.75	# of Servings _____
Milk	\$2.63	# of Servings _____

\*Please note: Coffee, Tea, Water and Soft Drinks are included in all lunch and dinner buffet packages at no additional charge. The above prices **do not include HST or Gratuity**

## Food Policy

It is Grand River Raceway & Slots house policy to be the sole provider of all food and beverages in the main building, to be consumed on the premises only. As outlined in the Ontario Health and Safety Act, no food or beverages may be brought onto or removed from the premises.

## Grand River Raceway & Slots Alcohol Policies

Ontario Liquor Law prohibits anyone from showing signs of intoxication while in a gaming facility

- All Employees are Smart Serve Trained.
- Patrons may only consume 1 alcoholic beverage at a time and will be served only 1 drink per hour
- At the first signs of intoxication, a Food and Beverage or Security Supervisor will approach the patron and ask him/her to leave the premises for a 24 hr period.
- Any questions regarding these policies may be directed to the Food & Beverage staff. Your patronage is appreciated, and we strive to ensure that you have a good and safe time with us.

**If at any point a patron shows signs of intoxication, he/she will be asked to leave the property for a 24 hour period**