



Meeting and Events Package - 2020

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 luncheons, 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 over 500 slot machines in our Slots Parlor.

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

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

- 1) Email: bookings@grandriverraceway.com
- 2) Fax: (519) 846-0206
- 3) Mail: Grand River Raceway c/o Events & Experience 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,

Jacqueline Lapointe & Danielle Patton
Events & Experience Coordinators
Tel: (519) 846-5455 ext. 288
Fax: (519) 846-0206
www.GrandRiverRaceway.com
Expect an Experience!



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Client Information

NAME OF EVENT: _____

CLIENT NAME (or organization): _____

ADDRESS: _____

CITY: _____ POSTAL CODE: _____

CONTACT PERSON (group organizer/leader): _____

TELEPHONE (work): _____ EXT: _____

TELEPHONE (cell): _____ EMAIL: _____

DATE (potential date(s) for booking): _____

ROOMS RENTED: _____

ESTIMATED # OF PEOPLE IN GROUP: _____

(**final number** to be **confirmed 7 days in advance** of event)

EVENT SCHEDULE:

SET-UP TIME: _____ EVENT START TIME: _____ END TIME: _____

BREAKFAST TIME: _____ LUNCH TIME: _____ DINNER TIME: _____ SNACK TIME(S): _____

(please fill out menu selection in package and return selections at least 3 weeks in advance of event)

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

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 further acknowledge that I have read and will communicate the alcohol policy to all attendees in my group.

By typing your name into the Signature field, you are providing the same consent guaranteed by your handwritten signature

Applicant _____ Date _____



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| <i>Please select appropriate room in the corresponding box to the right</i> | | | |
|--|--|--|---|
| * all seating capacities and measurements are approximate | WEEKDAY RATES (Monday – 5 pm Friday) | | WEEKEND RATES (Fri. from 5 pm, Sat., Sun. & holidays) |
| The Board Room 18' x 34' (seats 24 at Board Room Table) | Per Use: \$70.00 | | Per Use: \$110.00 |
| The Wellington Room 30' x 30' (seats 56 Banquet Style) | Per Use: \$125.00 | | Per Use: \$210.00 |
| Wellington/Board Room Combo 48' x 30' (seats 72 Banquet Style) | Per Use: \$170.00 | | Per Use: \$280.00 |
| Captains Quarters Tiered Dining Room 4 levels 50' x 110' (seats 200 ppl) | Per Use: \$350.00 | | Per Use: \$400.00 |

Audio & Visual Equipment Rentals

Below is a list of available equipment and corresponding charges (HST not included).

Please check the items required, and submit on or before your event confirmation date.

Please let us know if you require any additional equipment and we will do our best to accommodate any requests.

| Equipment Available | Price | √ |
|--------------------------------|----------|---|
| Podium | \$15.00 | |
| 8' Screen | \$17.00 | |
| Data Projector | \$40.00 | |
| Flip Chart, Paper and Markers | \$12.00 | |
| Easel | \$7.00 | |
| Dry Erase Board and Markers | \$12.00 | |
| Sound System | \$30.00 | |
| Sound System with Wireless Mic | \$40.00 | |
| Head Set Mic | \$15.00 | |
| Portable Sound System | \$40.00 | |
| 52" TV with HDMI Cable | \$40.00 | |
| Broadcast to TV's | \$250.00 | |
| Stage Risers (per platform) | \$10.00 | |
| Pipe and Drape 15' sections | \$25.00 | |
| Lounge Chairs | \$10.00 | |
| Round Side Tables | \$5.00 | |
| High-top Round Tables | \$7.50 | |
| 6' Tables | \$5.00 | |
| Folding Chairs | \$2.50 | |



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Policies

1. Estimated Attendance and final meal selection must be submitted at least **3 weeks prior** to event via submission of this rental application.
2. No date is considered booked until the completed bookings package has been received and confirmed.
3. Final attendance and food quantity must be **confirmed 7 days prior** to event.
4. A minimum of **five days' notice** of food and room cancellation is required, or all charges are billable.
1. Invoicing will be based upon 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.
2. 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 or purchased through GRR.
3. 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.
4. Taping, tacking, or stapling to walls is not permitted. No confetti or candles please.

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, no "doubles" will be allowed.
- At the first signs of intoxication, a Food and Beverage or Security Supervisor will approach the patron and ask him or her to leave the premises for a 24 hour period
- Any questions regarding these policies may be directed to the Food and Beverage staff. Your patronage is appreciated and we strive to ensure that you have a fun 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.

I agree to and understand the Grand River Raceway & Slots Alcohol Policy

Initials: _____



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Insurance Coverage

What type of insurance do you require?

I will provide a certificate from my insurance provider

I will purchase insurance from GRR (see rates below)

Note: If purchasing insurance through GRR payment must be received at least 24 hours prior to the event.

Please speak with your Event & Experience Coordinator for payment options.

Please check the box to the right for appropriate insurance selection:

| | Single event day/night with NO LIQUOR | | Single event day/night WITH LIQUOR | |
|---------------|--|--|---|--|
| 1-50 people | \$50.00 + PST | | \$75.00 + PST | |
| 51-150 people | \$75.00 + PST | | \$110.00 + PST | |
| 150 people + | Please advise us | | Please advise us | |

Linens and Table Dressing

Would you like linens for your tables? Yes No

| Linens | Price | Color |
|--------------|-------------|-------|
| Table Cloths | \$6.00 each | |
| Napkins | \$0.55 each | |

Would you like centerpieces for your tables (\$10 - \$25/table)? Yes No
(price subject to change based on selection)

An Events & Experiences Coordinator will contact you to further discuss available centerpieces.



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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 | | |
|---|----------------------------|--|
| | | |
| Continental Breakfast Freshly Baked Muffins, Croissants & Danishes, Seasonal Fruit Assortment, Assorted Jams, Jellies and Preserves Includes Coffee/Tea, Water Pitchers & Fruit Juices | \$9.95 per person | |
| | | |
| The Grand Slam Scrambled Eggs, Bacon, Sausage, Warm Croissants & Biscuits, Home Fries, Jams, Jellies & Preserves Includes Coffee/Tea, Water Pitchers & Fruit Juices | \$10.95 per person | |
| | | |
| Fresh Carved Fruit Platter A variety of seasonal fresh fruit. Serves 8-10 people. | \$30.35 per platter | |
| | | |
| Coffee, Tea, and Water | \$2.75 per person | |
| | | |
| Bottled Fruit Juices | \$2.95 per person | |
| | | |
| Add French Toast Sticks with Syrup | \$2.05 per serving | |

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



Meeting and Events Package - 2020

Prix Fixe Menu

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

| Please indicate your choice with the QUANTITY in the column to the right | |
|--|--|
| <p>Fajita Feast \$21.00 per person</p> <p>Choice of Seasoned Beef____ or Chicken____, Includes Peppers & Onions, Fresh Assortment of Toppings, Mexican Rice, Beans & Sauces, Warm Tortillas and Tortilla Chips. Served with Garden Fresh Salad with Assorted Dressings</p> | |
| <p>Deli Meat & Cheese Spread \$16.50 per person</p> <p>Sliced Delicatessen Meats, Assorted Sliced Cheese, Fresh Buns & Rolls, Garden Fresh Toppings & Garden Salad with Assorted Dressings. Choice of Pasta Salad _____, Potato Salad____ or Coleslaw____. (please choose one)</p> | |
| <p>BBQ Blowout \$21.00 per person</p> <p>Pulled Pork and Grilled Burgers Fresh Buns, Garden Fresh Toppings, Caesar Salad, Coleslaw & Potato Salad</p> | |
| <p>Add Cheese and Bacon \$2.35 per person</p> | |
| <p>Substitute BBQ Rotisserie chicken \$2.00 per person</p> | |
| <p>Italian Pasta Feast \$18.75 per person</p> <p>Select 2 of the following: Meat Lasagna____, Vegetable Lasagna____, Tetrazzini Chicken Alfredo____, Spaghetti Bolognese____, Penne Bake with Blush Sauce____, Penne Prima Vera _____.</p> <p>Choice of Caesar Salad ____ or House Salad _____, Plus Toasted Garlic Bread (Add cheese for \$0.99 per person _____)</p> | |
| <p>Add Chicken Parmesan \$5.95 per person</p> | |

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LUNCH BUFFET

\$19.50 per person

~ All lunch buffets include coffee, tea, soft drinks and water.

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

| Choose one Main Lunch Option | |
|--|---------------------------|
| Deli Meat & Cheese Spread | |
| Meat ___ or Vegetable ___ Lasagna with Garlic Cheese Bread Sticks | |
| Slow Roasted Chicken | |
| Vegetable Stir Fry w/ chicken___ or beef___ or shrimp___ on noodles___ or rice___ | |
| Tetrazzini Chicken Alfredo with Garlic Cheese Bread Sticks | |
| Choose one Salad or Soup Option | |
| Garden Salad with Balsamic, Ranch & Raspberry Dressings | |
| Creamy Caesar Salad | |
| Coleslaw | |
| Bean Salad | |
| Pasta Salad | |
| Potato Salad | |
| Fruit Salad | |
| Hot Soup with Crackers: Cream of Broccoli ____, Chicken Noodle ____, Beef Vegetable ___ or Minestrone ___ | |
| Dessert Assorted Squares & Cookies | |
| Add Additional Main Lunch option | \$8.25 per serving |
| Add Additional Salad or Soup option | \$3.25 per serving |

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



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DINNER BUFFET

\$31.50 per person

~ All Dinner Buffets include Includes assorted dinner rolls, garden salad with a selection of dressings, Coffee, Tea, Soft Drinks and Water.

| | |
|--|---------------------------|
| Choose one Salad/Soup Option | |
| Caesar Salad ___ Bean Salad ___ Potato Salad ___ Pasta Salad ___ Coleslaw ___ OR Soup: Cream of Broccoli ___ Chicken Noodle ___ Beef Vegetable ___ or Minestrone ___. | |
| Choose one Meat Option | |
| Slow Roasted Rotisserie Chicken | |
| Chicken Parmesan | |
| Slow Roasted Pork Loin | |
| Roast Beef with Au Jus | |
| Maple Glazed Salmon | |
| Grilled Chicken Breasts in a Mushroom Cream Sauce | |
| Coconut Crusted Tilapia | |
| Turkey & Stuffing w/ Gravy *available Christmas, Easter & Thanksgiving only | |
| Choose one Vegetable Option | |
| Broccoli and Cauliflower w/ Cheese Sauce | |
| Roasted Brown Sugar & Thyme Carrots | |
| Roasted Asparagus in Parmesan Butter (seasonal item) | |
| Roasted Green & Yellow Zucchini | |
| Green Beans in Dill Butter | |
| Choose one Pasta Option | |
| Meat ___ or Vegetable ___ Lasagna | |
| Fettuccini Tetrazzini | |
| Baked 3 Cheese Penne | |
| Penne Prima Vera (wine, herbs, olive oil & roasted veg) with fresh parmesan | |
| Choose one Potato Option | |
| Traditional Mashed Potatoes | |
| Roasted Mini Potatoes | |
| Scalloped Potatoes | |
| Rice Pilaf | |
| Add Additional Soup or Salad option from above | \$3.25 per serving |
| Add Additional Meat option from above | \$7.30 per serving |
| Add Additional Vegetable option from above | \$2.05 per serving |
| Add Additional Pasta option from above | \$5.00 per serving |
| Add Additional Potato option from above | \$1.50 per serving |

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Cocktail Appetizers, Platters & Dessert Options

| Please write the # of platters | | |
|--|---------------------|--|
| Coconut Shrimp (16 pcs) with Sweet & Spicy Thai Sauce | \$28.00 per platter | |
| Garlic Bread and Cheese (16 pcs) | \$20.50 per platter | |
| Crab and Lobster Dip with warm Pita Points (36 pita points.) | \$30.95 per platter | |
| Crab and Lobster Tarts (15 pieces) | \$27.50 per platter | |
| Vegetables and Dip Platter (serves 8-10 ppl) | \$24.50 per platter | |
| Freshly Carved Fruit Platter (serves 8-10 ppl) | \$30.35 per platter | |
| Bruschetta Platter (36 pieces) | \$29.75 per platter | |
| Cheese, Crackers & Grapes (serves 15-20) | \$87.50 per platter | |
| Muffin Platter (with butter, 12 per platter) | \$23.35 per platter | |
| Assorted Sandwiches & Wraps (Ham & Swiss, Tuna Salad, Roast Beef & Cheddar, Egg Salad & Turkey Provolone on various breads & tortilla wraps. Vegetarian & Gluten free available upon request) | \$9.65 per serving | |
| Desserts: Please indicate the # of servings in the right column | | |
| Hot Apple Blossom with warm Caramel sauce | \$7.00 per serving | |
| New York Cheesecake with Strawberry Topping | \$7.00 per serving | |
| Home-Made Bread Pudding with warm caramel sauce | \$7.00 per serving | |
| Freshly Baked Assorted Cookies (20 per platter) | \$18.50 per platter | |
| Assorted Dessert Platter (39 pieces) | \$30.05 per tray | |

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



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Cocktail Parties & Events

Please indicate your choice with the quantity in the column to the right

Basic Mashed Potato Bar

\$10.50 per person

Fresh Mashed Potatoes
A Broad Selection of Toppings:

- Bacon
- Cheddar Cheese
- Peppers
- Chicken & Beef Gravy
- Fried Tortillas
- Crispy Onions
- Green Onions

Ultimate Mashed Potato Bar

\$12.95 per person

Mashed Potatoes and/or sweet potato mashed and/or Garlic-Basil Smashed Potato

A Broad Selection of Toppings:

- Bacon
- Cheddar & Feta Cheese
- Peppers
- Chicken & Mushroom Gravy
- Lobster Bisque & Beef Demi-Glaze
- Fried Tortillas
- Crispy Onions
- Green Onions
- Fried Mushrooms
- Sautéed onions

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



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Beverages

Serviced Beverages

| | | |
|---|--------|--------------------|
| Soft Drinks | \$3.25 | # of Servings_____ |
| Juice – Orange and Apple | \$2.95 | # of Servings_____ |
| Coffee, Tea & Water (add \$1 per person for water bottles) | \$2.75 | # 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**

Non-Serviced Beverages

*This option is available for groups of **20 or less** with an expected visit time of 4 hours or less. All beverages will be set up in advance and be removed upon completion of bookings; no additional service required. Minimum order of \$22.50 required.*

Choice of all the above beverages – \$2.75 per person – no refills

Thank you for considering Grand River Raceway for your event.

If you have any special requests please don't hesitate to contact your Events & Experience Coordinator, we always strive to provide our guests with the

Experience they Expect!

Jacqueline Lapointe & Danielle Patton