



CATERED EVENTS

613.271.3582
events@brookstreet.com



CATERED EVENTS

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OUR PACKAGE INCLUDES

- One upgraded guestroom for the night of your event
- Special room rate for your wedding guests, plus a personalized room reservation link
- Complimentary underground parking for all guests
- White table linens, china, flatware, glassware, tea lights, table numbers & stands, head table riser, podium with microphone, easel for seating plan, gift & cake table
- Cake cutting, plating & marché style service
- Freshly brewed Starbucks coffee & teas served during the meal and dessert

EVENTS OF OVER 200 GUESTS WILL ALSO INCLUDE

- Two additional guestrooms for the night of your event
- Complimentary fruit punch during the reception

DINNER

| \$45 PER ADULT + \$10.5 GRATUITY

| \$20 PER CHILD (AGE 2-10) + \$4.5 GRATUITY

LUNCH

| \$35 PER ADULT + \$6.5 GRATUITY

| \$20 PER CHILD (AGE 2-10) + \$4.5 GRATUITY

All prices* are subject to tax.

Food station attendants are required at an additional cost of \$150 per attendant

**Room rental, SOCAN, Tariff fees, electrical fees and cost of food through your caterer are additional; your selection of caterer must be approved by Brookstreet in advance*





Venues

NEWBRIDGE

A modern ballroom that opens up to a large foyer lined with windows and a balcony overlooking The Marshes Golf Course.

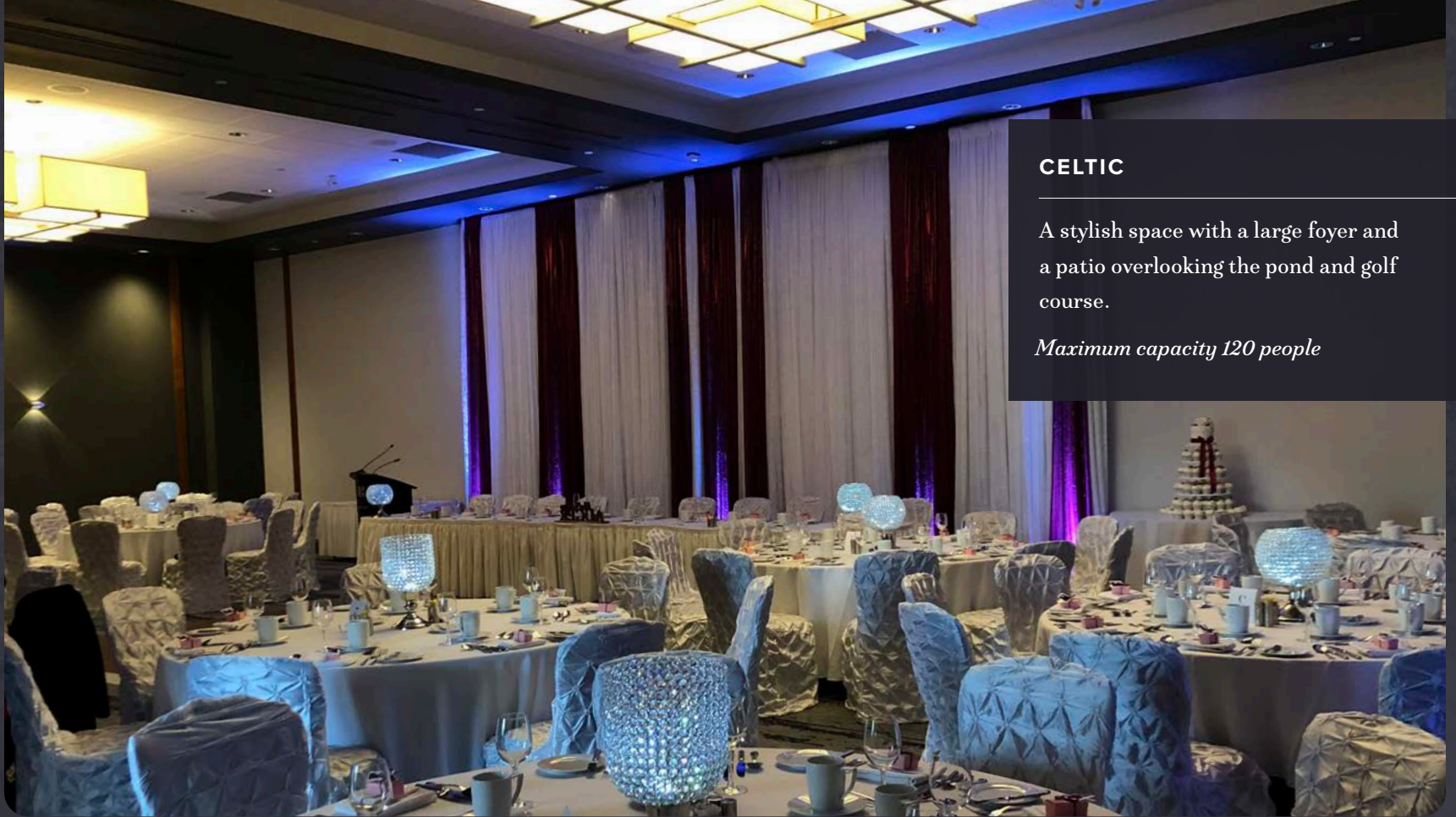
Maximum capacity 430 people



GRAND SCHEME

An elegant ballroom with a spacious foyer area that's perfect for a pre-dinner reception.

Maximum capacity 300 people



CELTIC

A stylish space with a large foyer and a patio overlooking the pond and golf course.

Maximum capacity 120 people

OUTDOOR PAVILION

The perfect location for an outdoor ceremony or dinner with views of The Marshes Golf Course.

Maximum capacity 350 people



SMALLER WEDDINGS

We have a number of event rooms for more intimate events. Contact us for more information or a tour.



Enhance Your Event



PERSPECTIVES RESTAURANT + OPTIONS JAZZ LOUNGE

Look no further for the perfect location to host a special dinner, breakfast or brunch.



AU NATUREL SPA + FLEX FITNESS STUDIO

Unwind with manicures, pedicures, massages, facials and more!



THE MARSHES GOLF CLUB

Play a round of golf on The Marshes championship 18-hole course.

MAKE IT A WEEKEND FOR YOUR GUESTS

There is so much to choose from at Brookstreet! You and your guests will be entertained before and after your event: restaurants, golf, spa, indoor & outdoor pools, hot tubs, saunas, live music, games room, mini golf and more...

Ask your Event Manager about our special guestroom rates for guests!



Frequently Asked Questions

WHEN ARE GUEST NUMBERS REQUIRED?

Final guest numbers and each guest's menu selection is required 5 business days prior to your event date.

IS A DEPOSIT REQUIRED?

A deposit of \$2500 is required upon the signing of the contract, followed by 50% of estimated revenue three months prior to your event date. A final pre-payment based on the estimate will be required a minimum of seven days before the event date. Brookstreet also requires a security deposit of \$500 to cover any damages which may be incurred by either the group or the negligence of any contractors hired to support the event. This deposit will be returned to the group contact with the event's final accounting reconciliation.

WHAT HAPPENS IF I HAVE TO CANCEL?

The penalty for cancelling is a percentage of your expected revenue, including room rental revenue, based on the guidelines below:

- 12+ months prior (360 days or more): 25%
- 6-12 months prior (180 days or more): 50%
- 3-6 months prior (90 days or more): 75%
- 0-3 months prior (0 days or more): 100%

ARE THERE ANY OTHER ADDITIONAL CHARGES NOT INCLUDED WITH THE PACKAGE?

Room rental, SOCAN, Tariff fees, electrical fees and cost of food through your caterer are additional. Electrical / power fees may apply for the use of power boxes to support DJ's, orchestras and specialty lighting.

WHAT IS THE BREAKDOWN FOR SERVICE CHARGES & TAXES?

A 13% HST tax and service charges of 15% are applicable.

ARE THERE ANY RESTRICTIONS FOR SMOKE AND FOG MACHINES, RICE, TABLE SPARKLES, CONFETTI OR ROSE PETAL TOSSING?

Yes, these items are not permitted at Brookstreet and additional cleaning charges ranging from \$50 to \$500 may be applicable to the final invoice if they are used.

DO YOU CHARGE FOR BEVERAGE SERVICE?

There is a minimum revenue requirement of \$400 per bar, otherwise a bartender labour charge of \$100 per bar is applicable.

CAN I COME IN AND SET UP BEFORE MY EVENT DATE?

We cannot guarantee access to the venue prior to your event's start time. Based on availability, we will offer access to the room at the earliest opportunity.



Frequently Asked Questions

WHAT ARE SOCAN FEES?

The SOCAN fee (Society of Composers, Authors and Music Publishers of Canada) is a government-issued fee that allows you to play copyright-protected music at your event. The following charges are applicable and not included in our package pricing.

| SOCAN FEES BY ROOM | NON-DANCING EVENT | DANCING EVENT |
|--|----------------------|------------------|
| Newbridge Ballroom | \$93.78 | \$187.56 |
| Newbridge I & II or Newbridge II & III | \$93.78 | \$187.56 |
| Newbridge I, II or III | \$31.72 | \$63.49 |
| Grand Scheme Ballroom | \$66.19 | \$132.39 |
| Signed & Sealed or Sealed & Delivered | \$66.19 | \$132.39 |
| Signed, Sealed or Delivered | \$31.72 | \$63.49 |
| Celtic | \$66.19 | \$132.39 |
| Celtic I or Celtic II | \$31.72 | \$63.49 |
| Shakers | \$31.72 | \$63.49 |
| Deciders | \$22.06 | \$44.13 |
| RTJ | \$22.06 | \$44.13 |
| Mulligan | \$22.06 | \$44.13 |
| Connections Lounge | \$22.06 | \$44.13 |
| Pavilion | \$66.19 | \$132.39 |

All rates subject to tax.

WHAT IS THE TARIFF NO. 5 OR RE:SOUND FEE?

This tariff sets the royalties to be paid to Re:Sound, for the benefit of artists and record companies, for the performance in public or the communication to the public by telecommunication of published sound recordings to accompany live events. Please note this is a separate fee from SOCAN.

| TARIFF FEES BY ROOM | NON-DANCING EVENT | DANCING EVENT |
|--|----------------------|------------------|
| Newbridge Ballroom | \$39.33 | \$78.66 |
| Newbridge I & II or Newbridge II & III | \$39.33 | \$78.66 |
| Newbridge I, II or III | \$13.30 | \$26.63 |
| Grand Scheme Ballroom | \$39.33 | \$78.66 |
| Signed & Sealed or Sealed & Delivered | \$27.76 | \$55.52 |
| Signed, Sealed or Delivered | \$13.30 | \$26.63 |
| Celtic | \$27.76 | \$55.52 |
| Celtic I or Celtic II | \$13.30 | \$26.63 |
| Shakers | \$13.30 | \$26.63 |
| Deciders | \$9.25 | \$18.51 |
| RTJ | \$9.25 | \$18.51 |
| Mulligan | \$9.25 | \$18.51 |
| Connections Lounge | \$9.25 | \$18.51 |
| Pavilion | \$27.76 | \$55.52 |

All rates subject to tax.

DÉCOR

- | MASTERMIND EVENT RENTALS
mme.com
- | AVANT-GARDE DESIGNS
agdevents.com
- | LOULOU LOUNGE FURNITURE RENTALS
loulourentals.com
- | SIZZLE WITH DECOR
sizzlewithdecor.com
- | MOE SIGNATURE
moesignature.com

FLORIST

- | REBEL PETAL
rebelpetal.com
- | BEAUDRY'S FLOWERS
beaudryflowers.com
- | ALTA VISTA FLOWERS
altavistaflowers.com

MAKEUP & HAIR

- | AU NATUREL SPA
aunaturelspa.com
- | CAROLINE SARA ROSE MAKEUP
carolinesararosemu.wixsite.com/carolinemua
- | BOMBSHELL HAIR DESIGN BY ALISON
bombshellhairdesign.ca

CAKE

- | KAKES BY JUDY
kakesbyjudy.ca
- | VALENTINA SWEETS
valentinasweets.com

PHOTOGRAPHER

- | MITCH LENNET
mitchlennetweddings.com
- | MARK COOPER PHOTOGRAPHY
markshots.com
- | ANNEMARIE GRUDEN PHOTOGRAPHY
amgphoto.com
- | SOUTH MARCH STUDIO
southmarch.com
- | BARBARA ANN STUDIOS
barbara-ann-studios.com
- | CHELSEA MASON
chelseamasonphotography.com
- | JEAN CHARTRAND
jeanchartrand.com

ENTERTAINMENT

- | QUALITY ENTERTAINMENT
qualityentertainment.ca
- | D SOUND ENTERTAINMENT
dsound.ca
- | GEORGE THOMAS
thomasentertainment.ca
- | PROFESSIONAL ENTERTAINMENTGROUP
pdjs.com

LIMOSINE SERVICE

- | MILLENNIUM LIMOUSINE SERVICE
millenniumlimousines.com
- | EAST COAST LIMOS
eastcoastlimos.com
- | ALLANTE TRANSPORTATION SERVICES
aats.limo

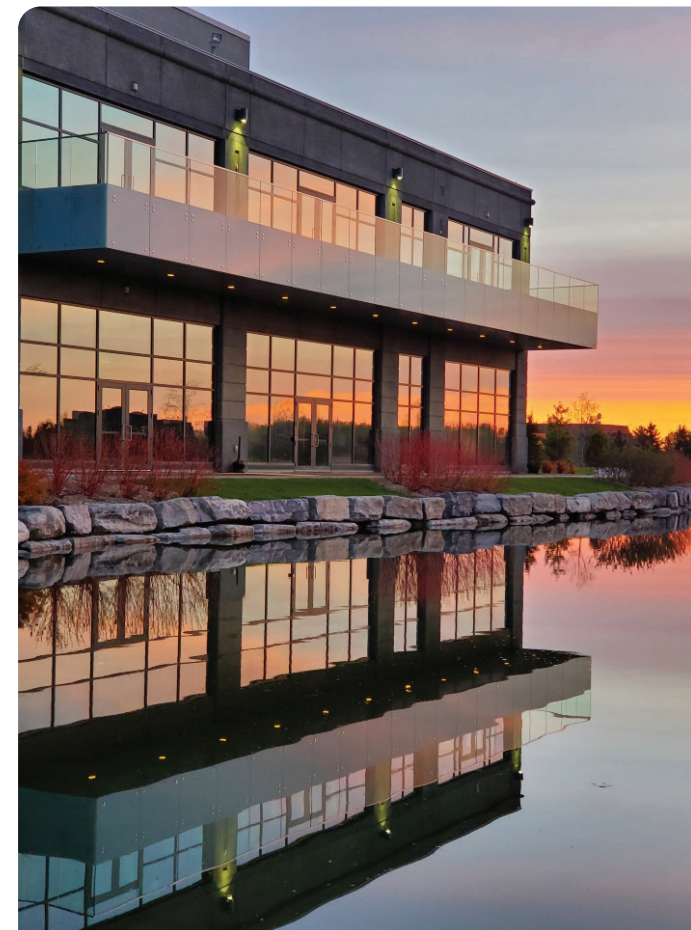
Preferred Suppliers

EVENT PLANNER

- | RSVP EVENTS
myweddinginabox.ca

OFFICIANT

- | ALL SEASONS WEDDINGS
allseasonsweddings.com
- | EXCEPTIONAL CEREMONIES
exceptionalceremonies.com





BROOKSTREET HOTEL

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*Prices are subject to change without notice
Photography by Paul Couvrette, Jean Chartrand,
Sam & Mary Photography, Intuition Photography &
Rachael James Photography*

Prices valid until December 31, 2021

