



Wedding Package

2019



Gallagher Centre Event Staff

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Please check out our web site at www.gallaghercentre.com

**THE CHALET
RESTAURANT**



Part of planning the perfect wedding is finding the ideal venue. In Yorkton, many couples choose the Gallagher Center as their place to feast, dance and celebrate their vows with friends and family.

Your special day deserves special attention. Our team will make every effort to help make your occasion perfect and an experience that your guests will never forget.

The Gallagher Center specializes in the planning, preparation, and catering services that accompany an event. Our team will work as one to custom build your event to suit your preferences and your needs.

The National Bank Convention Place is a large facility that can be divided into three separate rooms depending on the needs of your wedding. We can host the ceremony with seating for up to 220 guests in one section and quickly transform the room for your reception as part of your wedding day fee.

Amenities include the availability of a seasonal non-smoking balcony, elevator, round banquet tables or long 8-foot tables, a fully equipped bar area, an in house sound system, and plenty of parking.

The Chalet Catering has a wide variety of menu and service options to choose from, and specialty items may be available for an additional fee.

Please review our Gallagher Center Wedding Package which includes the starting blocks to your planning process. Inside you will find details on menu selection, bar services, pricing and many other small details that will all come together in the end to create your special day.

Once you have read through everything please do not hesitate to contact us to go over any questions, or perhaps come in for a site tour. We look forward to working with you and being part of your special day!

Sincerely,

A handwritten signature in black ink that reads "Jan E. Morrison". The signature is written in a cursive style with a large, looping initial "J".

Jan Morrison
Events Manager



Terms and Conditions

1. All prices are subject to change. Prices and hours will vary on Statuary Holidays. Rates do not include GST or other applicable taxes, except where noted.
2. Events will not be considered confirmed until a signed confirmation and a nonrefundable facility deposit are received by the Events Team.
3. Cancellation charges may be applied to all functions once the contract has been signed.
4. Catering numbers, times and menu choices are due **14 business days prior to the function**
5. Guaranteed numbers are **due 7 business days prior to the function**. If a number is not supplied to us, the original expected number will become the guarantee. The facility will charge the guaranteed number or the actual number in attendance, whichever is greater.
6. **Gallagher Centre is the sole supplier of all food items in the facility with the exception of special occasion cakes. No outside food or beverages are to be brought into the facility without the written permission from the Gallagher Centre Events Management. Charges may be applied to the final invoice of the event for elaborate set up, cutting and plating or outside items brought in. Due to Health and Safety regulations, food served in the facility will not be allowed to leave the premises.**
7. All events will be charged an additional \$1.00 per guest for every 15 minutes meal service is late, \$50 minimum charge. If the caterer is late with meal service, \$2.00 per guest will be deducted from the events final invoice.
8. All Saskatchewan Liquor and Gaming Authority Regulations must be strictly adhered to. Any unauthorized product will be confiscated and the person(s) may be removed from our premise or the event may be shut down as a result. The Gallagher Centre reserves the right to discontinue alcohol service to any guest who appears to be intoxicated.
9. All Events must vacate the premises prior to 1:30am. In the event that patrons are still present after 1:30am then a full day's rental of the meeting/banquet room will be applied to the final invoice.
10. Physical or verbal abuse of the Gallagher Centre employees or property is completely prohibited.
11. Audio Visual Equipment is available to rent. Details can be arranged through the Event office. If you should choose an alternate supplier, a list of terms and conditions will be supplied to you and additional fees may be incurred.
12. Gallagher Center reserves the right to re-assign space as required to best suit group size, needs and/or safety reasons.
13. Space is reserved only for the times listed in the contract. Any additional set up or tear down time must be communicated at the time of booking.
14. Supplies and equipment must be removed from the property at the end of the function. Additional space may be rented for overnight storage and would be subject to applicable room rental fees.
15. Thumbtacks, nails, staples, scotch tape are not to be used in any meeting room or public space. Charges will be applied for the removal and restoration from damage resulting from these actions. Confetti or confetti like substitutes are not allowed in any meeting or public space in the facility. Should they be used, cleanup charges will apply.
16. The Gallagher Centre will not be held responsible for personal property or equipment. All personal effects must be removed from the banquet rooms by the end time listed on your confirmation, unless alternative arrangements have been made with the Events Team.
17. Renters must carry a minimum of \$2 Million public liability insurance for some events. Please speak with your Events Team to determine your responsibilities.
18. Catered events located in outer buildings will be an additional \$1.00 per person for all menus and corkage/cash bars using disposable dinnerware and utensils. Glass and silverware will be an additional \$2.00 per person per menu and corkage/bar.
19. Event changes less than 24 hours prior to the event may be charged additional fees.



All facility rental prices in effect January 1, 2019.

Prices are subject to change. All applicable taxes will be added to the final invoice. Prices and hours will vary on Statuary Holidays.

National Bank Convention Place Weddings

Facility Rental Fee

\$854 9:00 am – 1:30 am

National Bank Convention Place can accommodate up to 280 guests with a dance floor
Additional facilities are available for larger groups. Additional costs will be applied.

Please inquire within.

\$1000.00 non refundable deposit and signed Gallagher Centre contract is required at time of booking to guarantee the space.

Table Sizes

6' Rounds (seats up to 10 people)

5' Rounds (seats up to 8 people)

8' Rectangle (seats up to 4 people per side)

Table Linen

White Table Cloths	Included with rental fee
Ivory or Black Table Cloths	\$5.00/ea
Linen Napkins – Call for Colors	\$0.60/ea

Contact your Events Team for Specialty Linen requests and pricing.

We provide the following at no additional cost:

Podium and Microphone

Screen

Archway

Sound System

Socan fees and wireless internet

Wedding cake cutting and disposable plates for service

Decorating set-up on previous day

\$644 11 am – 11 pm

Customers are responsible for decorating for their event and tear down following the event. Event décor teardown must be completed before the event end time. Facilities may be booked for clean up the following day for an additional fee based on availability. We ask that no decorations be affixed to the walls and the use of confetti or table glitter décor is prohibited. Please ask for assistance if required. Extra charges may be incurred for damage or excessive clean up.

**THE CHALET
RESTAURANT**



*All prices in effect Oct 1/19 – Dec 31/20. All prices are per person unless otherwise stated.
Prices are subject to change. Applicable taxes and a 10% gratuity fee will be added to the final invoice
All Appetizer menus have a 2 hour service. An extra \$.50 per person will be added for every 30 additional minutes.*

Canapés and Hors d'Oeuvres

Menu #1

(Minimum of 25 persons)

Per person \$7.00 with Supper

Per person \$14.00 without Supper

Includes:

Stuffed Mushrooms

Chilled Shrimp Cocktail or Succulent Shrimp Scampi

And your choice of Four items from the list below

Menu #2

(Minimum of 25 persons)

Per Person \$9.00 with Supper

Per Person \$17.00 without Supper

Includes:

Stuffed Mushrooms

Chilled Shrimp Cocktail or Succulent Shrimp Scampi

Seasoned Dry Ribs

Chicken Wings (Salt & Pepper, Lemon Pepper, BBQ, Hot, Teriyaki or Honey Garlic)
or Pineapple Chicken Skewers

And your choice of Four items from the list below

Choose From:

Spring Rolls

Potato Wedges with Chipotle Sauce

Stuffed Baguette

Fresh Vegetables with House Made Hummus Cups

Seasonal Fresh Fruit Platter

Charcuterie Board – add \$1.50 per person

Baked Bruschetta

Caprese Salad Bites

Sweet & Sour Meatballs

Deep Fried Perogies

Spanakopita

Sushi – add \$1.50 per person

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Chalet Buffet

(Minimum of 40 people)

\$22.00 per person (over 100 people)

\$23.00 per person (under 100 people)

Fresh Baked Rolls & Butter
Garden Salad and Dressings
Choice of Three Other Fresh Salads
Chef's Choice of Three Fresh Salads
Choice of Mashed Potatoes, Oven Roasted Potatoes or Rice Pilaf
(Creamy Dill Potatoes available for an additional \$1.50 per person)
Perogies and Hot Mixed Vegetables
Array of Desserts and Squares
Freshly Brewed Coffee, Tea and Ice Water

Your Choice of Two Entrees

Succulent Roast Beef with Gravy
Roast Turkey with Savory Dressing
Chalet Special Fried Chicken
Glazed Baked Ham
Sweet and Sour or Mushroom Meat Balls
Savory Pulled Pork
Garlic Sausage
Seasoned Roast Pork
(Carvery Station Add \$2.00 per person)

Salads Choices

Caesar, Greek, Marinated Mixed Vegetable, Potato, Coleslaw Seasonal Fresh Fruit Platter,
Wheat (minimum of 100 people), Spiral Noodle, Cucumber, Tomato, Jell-O, Honey Garlic Bean and
Vegetable, Broccoli & Cauliflower, Taco Salad, Chicken Pasta Salad, Pork & Beans, Cottage Cheese

*Add Cabbage Rolls for \$2.50 per person, Lazy Cabbage Rolls for \$1.50 per person or Mushroom Sauce
for \$1.00*

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Please note, all Dinner Menus are available 4pm – 11pm*

Ukrainian Feast

(Minimum 100 people)

\$26.00 per person

Homemade Borscht served with Sour Cream
Fresh Baked Rolls and Butter
Crisp Garden Salad with Dressings
Wheat Salad
Cottage Cheese
Choice of Four Assorted Salads
Seasonal Fresh Fruit Platter
Array of Desserts and Squares
Freshly Brewed Coffee, Tea and Ice Water

Menu Includes

Baked Ham, Garlic Sausage, Perogies, Cabbage Rolls, Head Cheese,
Nachinka, Nalyshnyki, Whipped Mashed Potatoes with Gravy and Mushroom Sauce

Add Kutia for an additional \$2.00 per person

Add Mashed Beans for an additional \$2.00 per person

Salad Choices

Caesar, Greek, Marinated Mixed Vegetable, Potato, Coleslaw Seasonal Fresh Fruit Platter,
Wheat (minimum of 100 people), Spiral Noodle, Cucumber, Tomato, Jell-O, Honey Garlic Bean and
Vegetable, Broccoli & Cauliflower, Taco Salad, Chicken Pasta Salad, Pork & Beans, Cottage Cheese

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Please note, all Dinner Menus are available 4pm – 11pm*

BBQ Buffet

(Minimum of 40 people)

\$26.00 per person

Fresh Baked Rolls & Butter or Garlic Toast
Garden Salad and Dressings
Choice of up to Seven Other Assorted Salads
Choice of Mashed Potatoes, Oven Roasted Potatoes or Rice Pilaf
Perogies and Hot Mixed Vegetables
Array of Desserts
Freshly Brewed Coffee, Tea and Ice Water

Your Choice of One Main Entree:

BBQ Breast of Chicken Brushed with Lemon & Herbs
Smoked BBQ Baby Back Ribs
Two 4-ounce BBQ Pork Chops with Apple Sauce (Grilled or Smoked)
BBQ 8-ounce New York Steak served with Sautéed Mushrooms
Smoked Brisket

Your Choice of One Second Entree:

Succulent Roast Beef with Gravy
Roast Turkey with Savory Dressing
Ken's Special Country Fried Chicken
Sweet and Sour or Mushroom Meatballs
Garlic Sausage
Seasoned Roast Pork
Smoked Pulled Pork
(Carvery Station Add \$2.00 per person)

Salads

Caesar, Greek, Marinated Mixed Vegetable, Potato, Coleslaw, Seasonal Fresh Fruit Platter, Wheat (minimum of 100 people), Spiral Noodle, Cucumber, Tomato, Jell-O, Honey Garlic Bean and Vegetable, Broccoli & Cauliflower, Taco Salad, Chicken Pasta Salad, Pork & Beans, Cottage Cheese

Add Cabbage Rolls for \$2.50 per person, Lazy Cabbage Rolls for \$1.50 per person or Mushroom Sauce for \$1.00

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Please note, all Dinner Menus are available 4pm – 11pm*

Signature Buffet

(Minimum of 40 people)

\$32.00 per person

Fresh Baked Rolls & Butter
Garden Salad and Dressings
Choice of up to Seven Assorted Fresh Salads
Choice of Mashed Potatoes, Over Roasted Potatoes or Rice Pilaf
Baby Potatoes in Creamy Dill Sauce add \$1.50 per person
Perogies and Seasonal Hot Vegetables
Array of Desserts and Squares
Freshly Brewed Coffee, Tea and Ice Water

Your Choice of One Entree:

Carved Prime Rib of Beef with Au Jus
Chicken Parmesan
Pesto Chicken Baked with Feta
Maple Baked Salmon

Your Choice of One Second Entree:

Succulent Roast Beef with Gravy
Roast Turkey with Savory Dressing
Chalet Fried Chicken
Sweet and Sour or Mushroom Meatballs
Garlic Sausage
Seasoned Roast Pork
English Fish
Smoked BBQ Ribs

Salads

Caesar, Greek, Marinated Mixed Vegetable, Potato, Coleslaw, Seasonal Fresh Fruit Platter, Wheat (minimum of 100 people), Spiral Noodle, Cucumber, Tomato, Jell-O, Honey Garlic Bean and Vegetable, Broccoli & Cauliflower, Taco Salad, Chicken Pasta Salad, Pork & Beans, Cottage Cheese

Add Cabbage Rolls for \$2.50 per person, Lazy Cabbage Rolls for \$1.50 per person or Mushroom Sauce for \$1.00

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Prices are subject to change. Applicable taxes will be added to the final invoice.

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Late Lunch Traditional Menu

(Price in effect as compliment to your dinner menu)

Available 10pm – 12:3am, service for 1.5 hour

\$10.00 per person

Chef's Assortment of Salads

Seasonal Fresh Fruit Platter

Fresh Vegetables with Herbed Dip

Domestic Cheese Tray

Dill Pickles

Fresh Buns

Deli Meats Platter

Array of Desserts and Squares

Freshly Brewed Coffee, Tea, and Ice Water

Add Warm Garlic Sausage \$2.00 person

Late Lunch – Pizza Bar

Available 10pm – 11:00pm, service for 1.5 hour

\$28.00 Per Pizza (15" pizza feeds 4 -5 people)

Your choice of the following Pizza's

Pepperoni (Pepperoni & Cheese)

Hawaiian (Ham & Pineapple)

All Meat (Pepperoni, Ham & Salami)

All Cheese (Blend of Cheeses)

Loaded Deluxe (Pepperoni, Ham, Salami, Mushroom,

Green Pepper, Onion, Pineapple, Cheese)

Vegetarian (Broccoli, Cauliflower, Peppers, Onion, Mushroom, Cheese)

(Gluten Free and Vegan Pizzas available by request)

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Poutine Bar

Available 10pm – 11:00pm, service for 1.5 hour

\$7.00 per person

French Fries
Cheese Curds
Gravy

Premium Poutine Bar

Available 10pm – 11:00pm, service for 1.5 hour

\$13.00 per person

French Fries
Cheese Curds
Gravy
Green Onions, Banana Peppers, Bacon Bits
Choice of:
Savory Pulled Pork or Seasoned Taco Beef

Gift Opening Brunch Menu

(Price in effect as compliment to your dinner menu previous evening)

Available 9am – 2:00 pm, service for 1.5 hour

\$12.00 per person

Chilled Fruit Juices
Seasonal Fresh Fruit Platter
Freshly Baked Muffins with Butter and Preserves
Choice of French Toast or Pancakes with Maple Syrup
Scrambled Eggs
Pan Fried Potatoes or Hashbrowns
Choice of Bacon, Ham or Sausage
Freshly Brewed Coffee, Tea and Water

Head Table Service

Served platter style with sides and salads on head table

\$200.00 Flat Fee

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Beverage Menu

Cash Bar or Host Bar Prices

A Cash Bar is designed for the caterer to provide a full bar at no cost or hassle to the client. The caterer provides all set up, liquor and staff. The event guests are charged per drink at the bar. A host bar is set up and run the same as a cash bar however the charges per guest drink are calculated and charged to the booking client following the event. Specialty alcohol and wine for tables is available for purchase upon request.

NO client alcohol allowed on premises for cash or host bar events.

Prices for Cash/Host Bars are GST inclusive. For consumption of less than \$100.00 a surcharge of \$25.00 per hour, per bartender will be applied to event invoice. (minimum of 3 hours)

House Brand Liquor \$6.00

Domestic Beer \$6.00

Imported Beer \$7.00

Cocktails \$7.00

House Wine \$7.00

Coolers \$7.00

Premium Liquor \$8.00

Corkage Bar

\$6.00 per person

Applicable taxes and a 10% gratuity fee will be added to the final invoice

A corkage bar is designed for the client who wish to provide their own liquor license through the SLGA and provide their own liquor for their event. SLGA license with attached liquor receipt must accompany the liquor.

As per SLGA NO homemade alcohol or wine allowed on premises.

Corkage service includes ice, mix, fresh lime and lemon wedges, bar lime, bar orange, milk, Clamato juice, bar cups, bartender(s) and all set-up.

Ticket Seller

\$100.00 Flat Fee

Service provides bar cash float and tickets for the evening.

Punch Bowl

\$1.00 per person with Corkage service

\$3.50 per person without Corkage service

\$50.00 Gold Punch Fountain

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TERMS & CONDITIONS:

- 1. Access:** Is recommended through the Main Convention Centre entrance (south entrance), however the Elevator (east entrance) will be available for physically challenged persons.
- 2. Deposit:** No reservations will be considered firm unless Rental Contract has been completed and a \$1000.00 deposit paid to the Gallagher Centre. All deposits are non-refundable. Until the signed contract and deposit are received, the Gallagher Centre reserves the right to release the space being held.
- 3. Cancellation:** In the event of a cancellation, cancellation charges may be applied once a contract has been signed. Additional fees may be applied for other items such as catering, audio visual etc at the Gallagher Centre discretion.
- 4. Damages:** Any group or member of a group causing damages, whether accidental or malicious, to the Gallagher Centre facility or equipment will be held financially responsible for the repairs or replacement of such damage, in addition to the termination of further rental reservations, until such payment has been received.
- 5. Time:** Space is reserved only for the times listed in the contract. Any additional set up or tear down time must be communicated at the time of booking. The caterer reserves the right to charge an addition fee for meals that are delayed without prior communication. All patrons including event entertainment must vacate the facility no later than 1:30am, additional charges will be applied to any event that runs later than 1:30 am without written permission from the Gallagher Center Events Team.
- 6. Food Services:** A portion of the non refundable deposit is for catering of your event.
No outside food services allowed. Any food used, consumed or purchased at the Gallagher Centre must be supplied by our contractors. Please contact the Events Team for all catering requirements. Please note that the Health Regulations prohibit the removal of any food products after a function by our guests. Buffet products will be displayed for a maximum of one hour at any function to ensure the quality and integrity of the product.
- 7. Guarantees:** Guaranteed numbers are due 7 business days prior to the function. If a number is not supplied to us, the original expected number will become the guarantee. The Gallagher Centre will charge the guaranteed number or the actual number in attendance, whichever is greater. In order to maximize use of our public space, the Gallagher Centre reserves the right to re-assign function space based upon final anticipated attendance and will advise you in writing should a change be necessary.



8. Liquor: The renter must abide by provincial liquor laws with no minors present at a licensed function, unless accompanied by a parent, legal guardian, or their spouse if that spouse is over the age of nineteen. Liquor licenses are allowed only with a liquor ticket sale cut-off time of 12:00 a.m., liquor sales cut-off is 12:30 am and liquor off the tables by 1:00 am.

A copy of the liquor license and liquor receipts must be submitted to the Gallagher Centre Administration Office and will be strictly adhered to.

The Band/D.J. is allowed to play until 1:00 am only.

All alcohol must remain within the National Bank Convention Place and is not permitted in the hallways, bathrooms or other public spaces at the Gallagher Centre.

All patrons including Band/D.J. must vacate the Convention Centre by 1:30 a.m. If all occupants have not vacated the premise by 1:30 am, a full day rental of \$854 will be applied to the final bill

9. Bar Services: The Gallagher Centre will provide the Lessee with two options to choose from. Option 1 is a Full Service Bar or Option 2 is a Corkage Bar.

10. Smoking: The Gallagher Centre is a non-smoking facility. This includes all areas of the Gallagher Centre including balconies. This includes all forms of e-cigarettes as well.

11. Lighting & Sound: Lessee to provide own special lighting and additional sound. All candles must be encased in a container with sides higher than the flame.

12. Equipment: All supplies and equipment must be removed from the property at the end of the function. Additional space may be rented for overnight storage and would subject to applicable room rental fees.

13. Signage: Thumbtacks, nails, staples, scotch tape are not to be used in any meeting room or public space. Charges will be applied for the removal and restoration from damage resulting from these actions. Always ask for assistance when hanging banners or material. Please advise at time of booking if assistance is required. Any signage used in the Facility should be of professional quality. Requests to place promotional materials, signage etc. in the main lobby should be directed to your Event Manager's attention.

14. Force Majeure: The execution of this agreement by either party is subject to acts of God, war, government regulations, disaster, strikes, civil disorder, curtailment of transportation facilities (which prohibit 25% or more if the meeting delegates from attending your function), or any other emergency making it illegal or impossible to provide the facilities or to hold the program. It is provided that this Agreement may be terminated for any one or more of such reasons by written notice from one party to the other.

15. Other: Anything requested and not noted on this contract will be an extra charge.