

SITUATED ON THE SCARBOROUGH BLUFFS OVERLOOKING LAKE ONTARIO, THE GUILD INN ESTATE IS A HERITAGE AND HISTORICAL PROPERTY MAGNIFICENTLY RESTORED TO ITS ORIGINAL SPLENDOUR WITH A SPECTACULAR CONTEMPORARY ADDITION.

WITH THE CAPABILITY OF HOSTING INTIMATE GROUPS OF 15 UP TO 1000 GUESTS FOR A SIT DOWN LUNCH OR DINNER, THE GUILD INN ESTATE HAS MULTIPLE ROOMS THAT CAN BE ADJUSTED TO ACCOMMODATE A VAREITY OF DIFFERENT SIZED GROUPS.

WITH 20 FOOT FLOOR TO CEILING WINDOWS OVERLOOKING PLUSH PARK GROUNDS HOUSING HISTORICAL ARTIFACTS AND ARTWORK, THIS UNIQUE SETTING IS SURE TO MESMERIZE GUESTS AS THEY EXPERIENCE AN EVENT LIKE NO OTHER.





# 美滿婚禮 **PERFECT MENU** Menu B

鴻運乳豬件海蜇海藻

Succulent Roasted Suckling Pig With Jelly Fish & Seaweed

杏花炸釀蟹拑

Deep Fried Crab Claws With Almond Pieces 翡翠龍鳳配

Sautéed Prawns and Chicken with Honey Beans 紅燒玉液雞絲翅

Shark's Fin Soup with Shredded Chicken & Snow Fungus

北菰玉環瑶柱甫

Braised Stuffed Melon Marrow with Whole Conpou and Shitake Mushroom on a Bed of Vegetables 薑蔥雙龍蝦

Wok Fried Twin Lobsters With Ginger and Scallions 當紅脆皮雞

> Roasted Crispy Chicken 清蒸湖中霸

Steamed Twin Fishes w/Ginger & Scallions in Soya Dressing

龍鳳炒飯

Fried Rice With Chicken And Shrimp

幸福伊麵

Braised E-Fu Noodle

百年好合〔蓮子百合紅荳沙〕

Red Bean Soup With Lily Bulb And Lotus Seeds 永結同心

Sweetest Memories Duo Fancy Pastries

十位用 (Serve Table Of 10 Guests)

\$1,675 per table plus service charges & tax

Includes Hors D'Oeuvres & Regal Bar Package



- Prices are subject to Service Charges and Applicable Tax.
- Shark's Fin will be substituted where by-law regulates or prohibited by the venue(s).
- Price Per Table applies to tables with 10 or less guests.
- Price per person applies to any guests exceeding 10 guests at a table.
- All Special Meals are charged in additional to price per table.





# 典雅婚禮 **ELEGANT MENU** Menu D 鴻運乳豬條海蜇海藻 {半隻} Succulent Roasted Half Suckling Pig With Jelly Fish & Seaweed 黄金石榴球 Deep-Fried Seafood Purse 玉露串带子 Steamed Skewered Scallops with Vegetables 紅燒蟹肉花膠翅 Shark's Fin Soup with Crab Meat & Fish Maw 王葉北茲六頭原隻鮮鮑魚 Braised 6 Head Fresh Whole Abalone & Shitake Mushrooms on a Bed of Vegetables 蒜茸牛油焗開邊龍蝦 Baked Half Lobsters with Garlic & Butter 香檳脆皮雞 Crispy Deep-fried Chicken in Champagne Sauce 清蒸海中寶 Steamed Twin Fishes w/Ginger & Scallions in Soya Dressing 美滿荷葉飯 Fried Rice with Shrimp Wrapped w/ Lotus Leaf 蟹肉燴伊麵 Braised E-Fu Noodles w/Crab Meat 百年好合〔蓮子百合紅棗茶〕 Sweet Soup with Lily Bulb, Lotus Seeds, Red Dates and Dried Longan 心心相印 Sweetest Memories Duo Fancy Pastries 十位用 (Serve Table Of 10 Guests) \$1,875 per table

plus service charges & tax

Includes Hors D'oeuvres &

Regal Bar Package

Includes Hors D'oeuvres & Regal Bar Package



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#### **GUILD INN ESTATE - COST BREAKDOWN**

#### **FOOD & BEVERAGE**

- PER PERSON PRICE IS BASED ON THE MENU AND BEVERAGE PACKAGE SELECTIONS.

# **ROOM RENTAL - ONE ROOM**

- EACH BALLROOM REQUIRES A MINIMUM OF 150 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 120 ADULT GUESTS A ROOM RENTAL OF \$1,750.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 100 ADULT GUESTS A ROOM RENTAL OF \$3,500.00 PLUS HST WILL APPLY

#### **ROOM RENTAL - ONE+HALF**

- EACH BALLROOM REQUIRES A MINIMUM OF 220 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 180 ADULT GUESTS A ROOM RENTAL OF \$2,500.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 160 ADULT GUESTS A ROOM RENTAL OF \$4,200.00 PLUS HST WILL APPLY

#### **ROOM RENTAL – TWO ROOMS**

- EACH BALLROOM REQUIRES A MINIMUM OF 290 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 250 ADULT GUESTS A ROOM RENTAL OF \$2,500.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 230 ADULT GUESTS A ROOM RENTAL OF \$4,200.00 PLUS HST WILL APPLY

\*Rentals are based on high season Saturday's; discounts will be applied to off season dates and Friday's & Sunday events



# **ROOM RENTAL - GAZEBO**

- THE GAZEBO REQUIRES A MINIMUM OF 200 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 180 ADULT GUESTS A ROOM RENTAL OF \$1,500.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 165 ADULT GUESTS A ROOM RENTAL OF \$2,750.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 150 ADULT GUESTS A ROOM RENTAL OF \$4,000.00 PLUS HST WILL APPLY

\*The Gazebo is only available for Receptions from May 1st to October 31st.





# **SOUND & LIGHTING TECHNICIAN (ONLY REQUIRED IN BALLROOMS)**

- A MANDATORY TECHNICIAN CHARGE APPLIES FOR ALL EVENTS HOSTED AT THE GUILD INN. THE TECHNICIAN IS BILLED AT A RATE OF \$535.00 PLUS HST FOR UP TO 7 HOURS OF SERVICE. ADDITIONAL HOURS ARE BILLED AT A RATE OF \$65.00 PER HOUR PLUS HST.

\*SHOULD THE GUILD INN PREFERRED DJ BE BOOKED, THE TECHNICIAN FEE WOULD BE REDUCED TO \$250.00 PLUS HST.

DJ MUST PROVIDE: MIXER, TURNTABLES/CD PLAYERS, CABLES, MONITOR AND MUSIC

EQUIPMENT INCLUDED (PER ROOM): 4 QSC KLA LINE ARRAY CABNETS, 1 QSC KW 181 SUB WOOFER 3 INTIMIDATOR 355 MOVING HEAD SPOT LIGHTS,1 SHURE SLX WIRELESS MIC KIT AND 4 4X8 STAGE DECKS WITH SKIRT AT 16 INCH HEIGHT

#### **SOCAN & RE: SOUND FEE**

A GOVERNMENT MANDATED TARIFF THAT MUST BE PAID WHEN PLAYING COPYRIGHTED MUSIC.
 FEES ARE AS FOLLOWS:

o 1 ROOM & BICKFORD \$42.86 (PLUS HST) – WITHOUT DANCING

\$85.85 (PLUS HST) – WITH DANCING

o 1.5 ROOMS \$89.45 (PLUS HST) – WITHOUT DANCING

\$178.90 (PLUS HST) - WITH DANCING

o 2 ROOMS OR MORE \$126.73 (PLUS HST) – WITHOUT DANCING

\$253.45 (PLUS HST) - WITH DANCING

# **PARKING**

- PARKING IS COMPLIMENTARY
- VALET PARKING IS ALSO AVAILABLE. PLEASE SEE PREFERRED SUPPLIERS LIST FOR CONTACT INFO

# **OPTIONAL ADDITIONS**

- SCREEN RENTAL
  - o \$500.00 PLUS HST
  - o SCREEN RENTAL INCLUDES USE OF PROJECTOR AND SCREEN
- COAT CHECK
  - o PAID BY GUESTS \$2.00 PER COAT
  - o PAID BY CONVENOR \$1.00 PER COAT

# **COMPLIMENTARY ITEMS**

- HOST TO GREET GUESTS
- SERVICE STAFF & BARTENDERS
- BANQUET MANAGER
- IN HOUSE TABLES & CHAIRS
- STANDARD TABLE FLATWARE, STEMWARE AND CHINA
- TABLE NUMBERS
- IN-HOUSE LINENS AND NAPKINS (CHOICE BETWEEN WHITE, CHAMPANGE OR SILVER)
- PODIUM & WIRELESS MICROPHONE
- LOUNGE FURNITURE
- FOOD TASTING FOR 2 PEOPLE

#### **CEREMONY PACKAGES**

\$1,500.00 PLUS HST, INCLUDES: THE RENTAL OF THE SPACE FOR 1HR, ALL CHAIRS REQUIRED, CHAIR SET UP & TEAR DOWN (FACING EAST), SIGNING TABLE (WHITE HOUSE LINEN), CHAIR, AV SYSTEM.

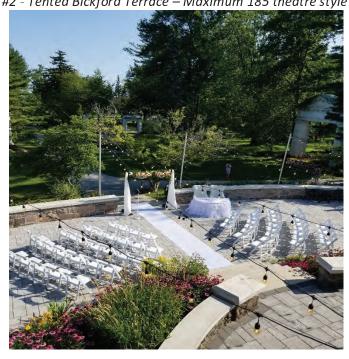
DÉCOR/MUSIC AND OFFICIANT MUST BE PROVIDED BY THE CLIENT.

\$2,400.00 PLUS HST, INCLUDES: THE RENTAL OF THE SPACE FOR 1HR, ALL CHAIRS REQUIRED, CHAIR SET UP AND TEAR DOWN (FACING EAST), SIGNING TABLE & CHAIR, WHITE AISLE RUNNER, USE OF PIANO/KEYBOARD WITH A PIANIST AND OFFICIANT, AV SYSTEM.

DÉCOR MUST BE PROVIDED BY THE CLIENT.



Option #2 - Tented Bickford Terrace – Maximum 185 theatre style seating



# POLICIES AND PROCEDURES FOR EVENTS HELD AT THE GUILD INN ESTATE

# **CONTRACT**

EACH EVENT IS ISSUED A FUNCTION CONTRACT WHICH OUTLINES THE PER PERSON PRICE, MINIMUM ADULT GUEST GUARANTEE, MENU, RENTAL CHARGES, APPLICABLE TAXES, SERVICE CHARGES AND TERMS AND CONDITIONS. THIS MUST BE SIGNED BY THE INDIVIDUALS NOTED ON THE AGREEMENT AND RETURNED TO THE GUILD INN ESTATE WITHIN 48 HOURS.

## **DEPOSIT**

A DEPOSIT OF 25% OR \$5,000.00, WHICHEVER IS GREATER, IS DUE UPON SIGNING OF THE CONTRACT. IN ADDITION, A POST DATED CHEQUE, TO BE DATED FOR 8 MONTHS PRIOR THE EVENT DATE FOR \$5,000.00, IS ALSO REQUIRED UPON SIGNING OF THE CONTRACT. ANY ITEMS WHICH ARE ADDED TO THE FUNCTION CONTRACT AFTER THE INITIAL BOOKING MUST BE CONFIRMED IN WRITING BY THE CONVENOR TO THE GUILD INN ESTATE AND WILL BE ADDED TO THE FINAL INVOICE.

#### FINAL PAYMENT

ALL FINAL PAYMENTS MUST BE RECEIVED IN FULL 7 BUSINESS DAYS PRIOR TO FUNCTION. ALL BARS BILLED ON CONSUMPTION WILL BE ESTIMATED FOR FINAL INVOICE PURPOSES. IF ACTUAL CONSUMPTION IS GREATER THAN THE ESTIMATED AMOUNT, THE GUILD INN WILL INVOICE THE CONVENOR FOR THE DIFFERENCE.

# FORMS OF PAYMENT

PLEASE NOTE THAT ALL PRICES IN OUR CONTRACTS REFLECT A 4% CASH/CHEQUE PAYMENT DISCOUNT. SHOULD ANOTHER FORM OF PAYMENT BE RECEIVED, AN ADDITIONAL 4% WILL BE APPLIED.

# **EVENT SET-UP AND DELIVERIES**

THIS MUST BE ARRANGED DIRECTLY THROUGH THE SALES DEPARTMENT.

# **DELIVERIES**

THE GUILD INN ESTATE RECOMMENDS EACH CONVENOR PROVIDES THEIR OWN TRANSPORTATION UNITS SUCH AS DOLLIES, CARTS, ETC. IF REQUIRED, THE GUILD INN ESTATE WILL PROVIDE SUCH TRANSPORTATION UNITS PROVIDED ARRANGEMENTS ARE MADE A MINIMUM OF 72 HOURS IN ADVANCE SUBJECT TO AVAILABILITY. IT IS THE SOLE RESPONSIBILITY OF THE CONVENOR TO RETURN ANY ITEMS BORROWED TO DESIGNATED THE GUILD INN ESTATE PERSONNEL.

## **EVENT COMMENCEMENT & TERMINATION TIMES**

ALL EVENT TIMES ARE PREDETERMINED BY THE CONVENOR AND THE GUILD INN ESTATE SALES DEPARTMENT.

#### **EVENT TEAR DOWN**

EVENT TEAR DOWN MUST BE COMPLETED WITHIN TWO HOURS AFTER EVENT END TIME. ALL CONTRACTORS MUST REMOVE THEIR OWN EQUIPMENT BY THIS TIME. SHOULD TEAR DOWN EXCEED THE ALLOTTED TIME, CONVENOR WILL BE BILLED FOR THE ADDITIONAL TIME. ANY ITEMS LEFT BEHIND FROM A FUNCTION MUST BE PICKED UP BY THE NEXT BUSINESS DAY. THE GUILD INN ESTATE IS NOT RESPONSIBLE FOR ANY ITEMS THAT ARE LEFT BEHIND.

ALL SIGNS, POSTERS, DÉCOR, ETC. MUST BE FREESTANDING, RESTING ON EASELS OR ATTACHED TO THE WALLS ONLY WITH PUTTY ADHESIVE. ANY DAMAGES WILL BE BILLED TO THE CONVENOR.

# GARBAGE

IF THE EVENT SPACE IS LEFT WITH EXCESSIVE DEBRIS IN THE ROOM AFTER THE EVENT, A CHARGE OF \$300.00 PLUS HST WILL BE BILLED TO THE CONVENOR.

# FOOD TASTING

WE WILL SCHEDULE YOUR FOOD TASTINGS FOUR TO SIX MONTHS PRIOR TO YOUR EVENT.

WE CANNOT ACCOMMODATE FOOD TASTINGS FOR EVENTS THAT SELECT FOOD STATIONS OR BUFFETS FOR THEIR MENU.

WE WILL PREPARE FOOD TASTINGS FOR 2 PEOPLE. IF ADDITIONAL PEOPLE ARE ATTENDING, AN ADDITIONAL CHARGE OF \$50 PLUS SERVICE CHARGE & TAX PER PERSON APPLIES. IF YOU WISH TO HAVE FULL PORTIONS FOR THE ADDITIONAL GUESTS, AN ADDITIONAL \$50 PLUS SERVICE CHARGE & TAX CHARGE WILL APPLY PER MEAL.

YOUR MENU FOR YOUR FOOD TASTING MUST BE FINALIZED THREE WEEKS PRIOR TO YOUR TASTING. YOU MAY SELECT TWO STARTERS, TWO ENTREES AND TWO DESSERTS. YOU WILL ALSO HAVE THE OPPORTUNITY TO SAMPLE THE HOUSE WINES AND SPARKLING WINE.

Due to the nature of our business, tastings must take place during daytime business hours on pre-selected days. The Guild Inn Estate cannot host tastings on evenings or weekends. Please arrive on time for your tasting.

WE RESERVE THE RIGHT TO CHANGE THE DATE OF YOUR TASTING SHOULD THE TASTING DATE BECOME BOOKED FOR A PRIVATE FUNCTION.