

THE
GUILD
INN ESTATE

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.



HALF DAY MEETING PACKAGES
MONDAY – THURSDAY – MAXIMUM 4HR EVENT

PACKAGE #1

THE BAKER'S SHOPPE BREAKFAST

WARIETY OF FRUIT & SWEET FILLED MINI MUFFINS & DANISHES
CHOCOLATE, PLAIN & ALMOND FILLED CROISSANTS
BRAN, CARROT & BERRY BREAKFAST LOAVES
SOFT BAR – COFFEE/TEA/WATER/SOFT DRINKS & JUICE

PACKAGE #2

THE EVERYTHING BREAKFAST

FRESH SCRAMLED EGGS, SMOKED CRISPY BACON
WAFFLES WITH FRESH CREAM & BERRY COMPOTES
DOLLAR PANCAKES WITH WARM MAPLE SYRUP
ASSORTED MINI MUFFINS, CROISSANTS & DANISHES
BAGELS WITH SMOKED SALMON, CREAM CHEESE & LEMON PRESERVES
A VARIETY OF FRUIT INFUSED YOGURTS & GRANOLAS
FRESH LOCAL & TROPICAL FRUIT & BERRY PLATTERS
SOFT BAR – COFFEE/TEA/WATER/SOFT DRINKS & JUICE

FULL DAY MEETING PACKAGES
MONDAY – THURSDAY – MAXIMUM 8HR EVENT

PACKAGE #3

BREAKFAST

VARIETY OF FRUIT & SWEET FILLED MINI MUFFINS & DANISHES
CHOCOLATE, PLAIN & ALMOND FILLED CROISSANTS
BRAN, CARROT & BERRY BREAKFAST LOAVES

MID MORNING BREAK

COFFEE, TEA, JUICES & SOFT DRINKS

MIDDAY

ASSORTMENT OF FRESH BREADS, BUTTERS & DIPS
CRISP MESCLUN GREEN, TOMATOES & CUCUMBERS WITH A BALSAMIC VINAIGRETTE
ISRAELI COUS COUS SALAD WITH MARINATED SHRIMP, ROASTED PEPPERS, ITALIAN PARSLEY & A BURNT
LIME VINAIGRETTE
VARIETY OF CURED & SMOKED MEATS, SEAFOOD & VEGETABLES IN AN ASSORTMENT OF WRAPS
WHOLE WHEAT & FLAVOURED BREADS ACCOMPANIED BY MUSTARDS, SCENTED MAYO'S, PICKLES &
OLIVES
PASTRY SHOP BAKED MINI TARTS, SQUARES & FRENCH PASTRIES

MID AFTERNOON BREAK

COFFEE, TEA, JUICES & SOFT DRINKS

PACKAGE #4

BREAKFAST

FRESH SCRAMLED EGGS, SMOKED CRISPY BACON
WAFFLES WITH FRESH CREAM & BERRY COMPOTES
DOLLAR PANCAKES WITH WARM MAPLE SYRUP
ASSORTED MINI MUFFINS, CROISSANTS & DANISHES
BAGELS WITH SMOKED SALMON, CREAM CHEESE & LEMON PRESERVES
A VARIETY OF FRUIT INFUSED YOGURTS & GRANOLAS
FRESH LOCAL & TROPICAL FRUIT & BERRY PLATTERS

MID MORNING BREAK

COFFEE, TEA, JUICES & SOFT DRINKS

MIDDAY

ASSORTMENT OF FRESH BREADS, BUTTERS & DIPS
MIXED SPRING GREENS WITH LEMON BALSAMIC DRESSING
SPINACH SALAD WITH CARAMELIZED PEARS, WALNUTS, BLUE CHEESE AND CHARRED ONIONS
RICOTTA & HERB FILLED AGNOLOTTI WITH ROASTED RED PEPPER & TARRAGON SAUCE
FUSILI CARBONARA WITH GRILLED CHICKEN & SUNDRIED TOMATOES IN AN AGRED PARMESAN CREAM
SAUCE
SEASONAL VEGETBLE MEDLEY WITH OLIVE OIL & FRESH BASIL
HOME BAKED SWEETS AND PLATTERS OF LOCAL AND SEASONAL FRUITS

MID AFTERNOON BREAK

COFFEE, TEA, JUICES & SOFT DRINKS

BREAKFAST ACCOMPANIMENTS

ADD ANY OF THE FOLLOWING ITEMS TO YOUR EVENT FOR \$3.00 PER PERSON
PLUS TAX & SERVICE CHARGES

SCREAMBLED EGGS
SMOKED BACON STRIPS
PEAMEL BACON
WAFFLES WITH WHIPPED CREAM & CHOCOLATE SAUCE
SILVER DOLLAR PANCAKES WITH PURE MAPLE SYRUP
INDIVIDUAL YOGURT & GRANOLA
BREAKFAST PASTRIES
WHOLE FRUITE
BAGELS WITH CREAM CHEESE & PRESERVES

ADD ANY OF THE FOLLOWING ITEMS TO YOUR EVENT FOR \$4.00 PER PERSON
PLUS TAX & SERVICE CHARGES

BAGELS & LOX
EGGS BENEDICT
FRESH LOCAL & TROPICAL FRUIT & BERRY PLATTER

BREAKS

ADD ANY OF THE FOLLOWING ITEMS TO OUR EVENT FOR \$3.00 PER PERSON
PLUS TAX & SERVICE CHARGES

ASSORTMENT OF HOUSE BAKED COOKIES
PARTY PLATTERS OF CHIPS, PRETZELS & TRAIL MIXES
FRUIT SMOOTHIES: BANANA, MANGO & BERRY

ADD ANY OF THE FOLLOWING ITEMS TO YOUR EVENT FOR \$5.00 PER PERSON
PLUS TAX & SERVICE CHARGES

POWER PROTIEEN & GRANOLA BARS
INDIVIDUAL SNACK PACKS, NUTS & VEGETABLE CHIPS
ASSORTMENT OF PASTRIES
SELECTION OF FINE CANADIAN & EUROPEAN CHEESES WITH WAFERS, CROSTINI & PRESERVES

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 125 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 100 ADULT GUESTS A ROOM RENTAL OF \$500.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 80 ADULT GUESTS A ROOM RENTAL OF \$750.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 60 ADULT GUESTS A ROOM RENTAL OF \$1,200.00 PLUS HST WILL APPLY

ROOM RENTAL – ONE+HALF

- EACH BALLROOM REQUIRES A MINIMUM OF 175 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 150 ADULT GUESTS A ROOM RENTAL OF \$500.00 PLUS HST WILL APPLY

ROOM RENTAL – TWO ROOMS

- EACH BALLROOM REQUIRES A MINIMUM OF 230 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 200 ADULT GUESTS A ROOM RENTAL OF \$750.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 175 ADULT GUESTS A ROOM RENTAL OF \$1,200.00 PLUS HST WILL APPLY

*ADDITIONAL BREAKOUT ROOMS - \$500.00 (PLUS HST) PER ROOM



ROOM RENTAL – BICKFORD HOUSE

- THE BICKFORD HOUSE REQUIRES A MINIMUM OF 50 ADULT GUESTS TO WAIVE THE ROOM RENTAL
- WITH A MINIMUM OF 40 ADULT GUESTS A ROOM RENTAL OF \$200.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 30 ADULT GUESTS A ROOM RENTAL OF \$400.00 PLUS HST WILL APPLY
- WITH A MINIMUM OF 20 ADULT GUESTS A ROOM RENTAL OF \$600.00 PLUS HST WILL APPLY



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 \$65.00 PER HOUR 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:

- 1 ROOM OR BICKFORD \$42.86 (PLUS HST) – WITHOUT DANCING
- 1.5 ROOMS \$89.45 (PLUS HST) – WITHOUT DANCING
- 2 ROOMS OR MORE \$126.73 (PLUS HST) – WITHOUT DANCING

PARKING

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

OPTIONAL ADDITIONS

- SCREEN RENTAL
 - \$500.00 PLUS HST PER BALLROOM - RENTAL INCLUDES PROJECTOR AND SCREEN
 - \$250.00 PLUS HST FOR BICKFORD ROOM – RENTAL INCLUDES PLASMA TV
- COAT CHECK
 - PAID BY GUESTS \$2.00 PER COAT
 - 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 WHITE LINENS AND NAPKINS
- PODIUM & WIRELESS MICROPHONE
- LOUNGE FURNITURE

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 7 DAYS.

DEPOSIT

A DEPOSIT OF \$5,000.00 (PER ROOM) 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 THE 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 ESTATE WILL INVOICE THE CONVENOR FOR THE DIFFERENCE.

EVENT SET UP AND DELIVERIES

SET UP TIMES AND DELIVERIES MUST BE ARRANGED AND CONFIRMED WITH THE DETAILS DEPARTMENT DIRECTLY. THE GUILD INN ESTATE REQUIRES EACH CONVENOR TO PROVIDE THEIR OWN TRANSPORTATION UNITS SUCH AS DOLLIES, CARTS ETC.

EVENT TEAR DOWN

EVENT TEAR DOWN MUST BE COMPLETED WITHIN TWO HOURS FOLLOWING THE EVENT END TIME. ALL CONTRACTORS MUST REMOVE THEIR OWN EQUIPMENT BY THIS TIME. SHOULD TEAR DOWN EXCEED THE ALLOTTED TIME, THE 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 FREE STANDING, 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.



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