

PICKERING GLEN SOCIAL EVENTS



PICKERING GLEN GOLF CLUB
230 Concession Road 7, Pickering, Ontario, L1Y 1A2

PICKERINGGLEN.COM



PICKERING GLEN SOCIAL EVENTS

Engagement party, bridal or baby shower, milestone anniversary, or celebration of life - the Pickering Glen team is excited to be a part of your milestone event!

Our team is ready to help make your event everything you dreamed it would be and more. With our unique and private country setting, custom event packages, and outstanding catering options, Pickering Glen is the perfect venue for your special celebration.

We are proud to offer our banquet hall facility, "The Draper Room", with flexible room settings for your grand or casual event. Our in-house Event Coordinator will assist with every detail of your event, from early planning through to 'day-of' execution. Space planning, décor, and catering can all be customized to suit your needs and budget.

Let the Pickering Glen Team attend to all the details, while you relax and enjoy the process of creating a memorable day!

To start planning your unique social event, please contact:

Heather Tollett, Food & Banquet Manager
(905) 294-4000 xtn. 104
heather@pickeringglen.com



VENUE INFORMATION



The Draper Room



Named in reference to the nearby ancient Huron-Wendat village site (the Draper Site), Pickering Glen's banquet hall is available for all types of weddings, custom events, and milestone celebrations. With a modern, neutral décor, the Draper Room is a warm and generous space within a picturesque country setting.

The Draper Room accommodates a variety of seating plans, with additional space for a dance floor, DJ, and/or live musician. The adjacent PG Bar is the perfect break out area, including a private and licensed bar patio that overlooks the 9th hole.

DETAILS:

CAPACITY: 140 people seated

AREA: 3,000 square feet, including the PG Bar area

AMENITIES: Full ensuite catering kitchen | Adjacent licensed bar | Licensed and private bar patio | Dedicated washrooms



PG Bar



With a modern and sophisticated ambience, the PG Bar is the ideal intimate venue to host your informal wedding, engagement party, or wedding rehearsal dinner. For larger weddings in the Draper Room, the PG Bar area is included in the reception package.

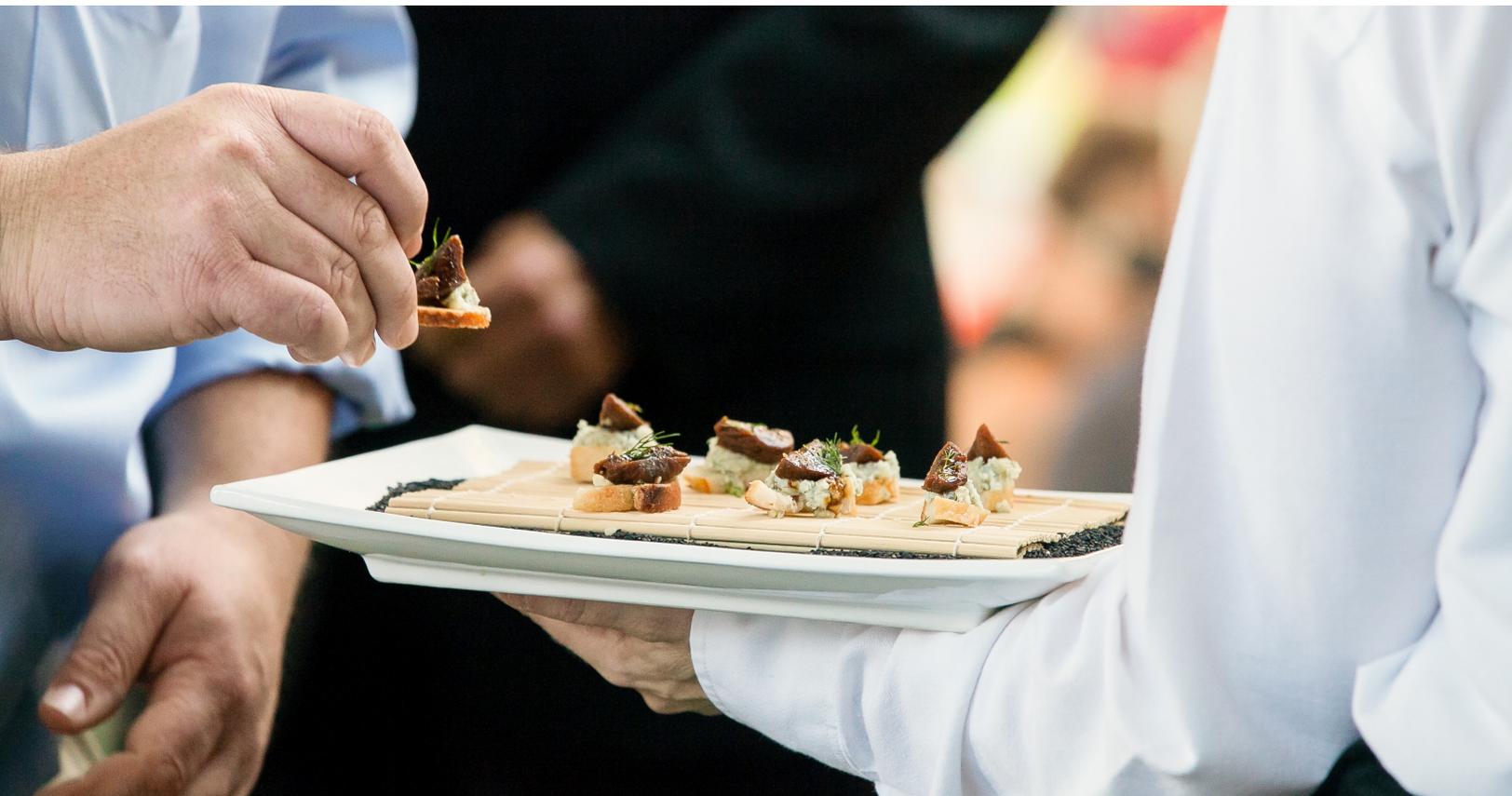
The PG BAR accommodates either a seated or standing cocktail reception. The adjacent private and licensed bar patio overlooks the 9th hole.

DETAILS:

CAPACITY: 40 people seated | 60 people standing reception

AREA: 1,000 square feet

AMENITIES: Licensed bar | Adjacent catering kitchen | Licensed and private bar patio | Dedicated washrooms



VENUE PACKAGES



VENUE PACKAGE INCLUSIONS

Create a custom event that meets your vision! Our venue rental package includes pre-event planning, our standard day-of services, and room set-up. After booking, you will be assigned an Event Coordinator who will be there to help you plan out all the important details, every step of the way.

PRE-EVENT PLANNING SERVICES

- A Pickering Glen Event Coordinator will help you customize your space planning, décor, and catering needs

DAY-OF SERVICES

- Hospitality Supervisor
- Uniformed staff
- Coat check service (if required)

NOTE: DJ or Live Music Entertainment is contracted separately by the convener (refer to our “Preferred Vendors” list herein).

BANQUET HALL SET UP

- 60” round tables with floor length white table linens
- Head table on risers, with standard white floor length linen
- Banquet chairs with chair covers
- China, flatware, and glassware
- Cloth napkins (choice of colour)
- Cake, gift and guest book tables (if required)
- Speaker podium and microphone

It is the responsibility of the convener to provide (1) guest seating plan, (2) table place cards, and (3) table favours, five (5) days in advance of the event day. Seating plan templates are available from your Event Coordinator.

GENERAL FACILITY USE

- Access for on-site photography
- Complimentary day of parking
- Complimentary overnight parking (with advance notice to Event Coordinator)
- Designated outdoor smoking areas

LIQUOR POLICY

Pickering Glen operations are bound by the laws and regulations set forth by the Ontario Alcohol & Gaming Commission (AGCO). Pickering Glen has a **ZERO TOLERANCE POLICY** toward outside alcohol. **PLEASE REFER TO THE SOCIAL EVENT CONTRACT FOR OUR FULL LIQUOR POLICY.**



RECEPTION PACKAGES



RECEPTION PACKAGES

All reception packages are based on a custom menu by Pickering Glen's in-house Chef, featuring signature hors d'oeuvres, soups, salads, entrées, and desserts.

Our à la carte menu offers you a range of options from which to build your individually priced reception package. Create your custom food and beverage bundle from our four-course reception menu.

Have something unique in mind? Additions and substitutions to our standard menu courses are available upon request, at additional cost (refer to "F&B Specialties").

SPECIAL PRICING

CHILDREN | 12 YEARS AND UNDER | COST TBD - BASED ON SELECTION

CHOICE OF CHICKEN FINGERS, BEEF BURGER, OR HOT DOG
Served with lattice fries, and choice of water, apple juice, or pop
--
DESSERT: CHOICE OF ICE CREAM OR COOKIE

YOUTH | AGES 13 - 18 YEARS | VENDORS |

Includes same meal as adult menu without alcohol service (priced according to selected menu)

-Please refer to the Event Contact for details-



RECEPTION MENU OPTIONS

SERVED HORS D'OEUVRES...\$15.00 PP (3 PP)

VEGETABLE SPRING ROLLS
A blend of fresh cabbage, carrots, celery and bean sprouts with a hint of seasoning, wrapped in a crispy spring wrap, with plum sauce

CHEESE CAMEMBERT BITES
A melting camembert flavor wrapped in a light and crispy breading

BRUSCHETTA
Grilled bread lightly charred topped with tomatoes, garlic, olive oil, and salt

MINI BEEF YORKIES
Shaved beef & horseradish aioli inside a two bite Yorkshire pudding

CAPRESE SKEWERS
Cherry tomatoes, basil, and mozzarella topped with a tangy balsamic glaze

CHICKEN SATAY
Grilled skewers of tender chicken with honey mustard marinade

COCONUT SHRIMP
Oven fried shrimp with sweet and spicy Thai chili sauce

SOUPS (SELECT ONE)

BUTTERNUT SQUASH SOUP...\$7.00
Roasted butternut squash, fresh herbs and cinnamon crème fraîche

CREAMY ROASTED RED PEPPER SOUP...\$7.00
Roasted peppers and herbs with a balsamic glaze and crème fraiche garnish

SALADS (SELECT ONE)

CLASSIC CAESAR SALAD...\$7.00 PP
Fresh crisp romaine, bacon and parmesan cheese, with a cream style Caesar dressing

MIXED GREEN SALAD...\$7.00 PP
Spring mix, peppers, cucumber, cherry tomato, with your choice of dressing



RECEPTION MENU OPTIONS

ENTRÉES (SELECT ONE)

ROME...\$28.00 PP

Homemade Lasagna served with Caesar Salad and fresh dinner rolls

PARIS...\$30.00 PP

7 oz Chicken Supreme served with seasonal vegetables and your choice of roasted or individual scalloped potato

LONDON...\$35.00 PP

10 oz Asiago Red Pepper Stuffed Chicken Supreme served with seasonal vegetables and your choice of roasted or individual scalloped potato

NEW YORK...\$45.00 PP

10 oz New York Striploin served with seasonal vegetables and your choice of roasted or individual scalloped potato

All entrées include dinner rolls, coffee and tea.

DESSERTS (SELECT ONE)

SELECTION OF SQUARES...\$6.00 PP

This collection of dessert bars, sheet pan desserts, and/or brownies has something for everyone (self-serve station).

TIRAMISU...\$9.00 PP

Espresso-dipped ladyfingers and a creamy, lightly sweetened mascarpone cream

CHOCOLATE MOUSSE...\$9.00 PP

Thick, creamy, and loaded with chocolate flavor

CHOCOLATE TUXEDO MOUSSE...\$9.00 PP

Layers of moist chocolate fudge cake, rich chocolate cheesecake, and vanilla mousse baked on a chocolate crumb, and topped with dark chocolate ganache

TRADITIONAL CHERRY OR BLUEBERRY CHEESECAKE...\$10.00 PP

Creamy vanilla cheesecake with a tart cherry or sweet blueberry pie topping

STRAWBERRY CHAMPAGNE CHEESECAKE...\$11.00 PP

Thick and creamy champagne cheesecake filling on a pink champagne cake bottom

BAR MENU

Our standard bar service is additional to reception packages, and is based on four (4) hours of service. Wine service during dinner is not included.

BEER

- Budweiser
- Bud Light
- Triple Bogey: Lager/Amber/Light

COOLERS

- Triple Bogey: Transfusion Classic/Azalea/Cranberry
- Triple Bogey: Half & Half Lemonade Iced Tea

LIQUOR [1 OZ]

- Skyy Vodka
- Barrel Select Forty Creek Rye
- Bacardi Rum
- Tanqueray Gin
- Grant's Triple Wood Blended Scotch Whiskey

WINE

- East West Cabernet Blend
- East West Pinot Grigio

F&B SPECIALTIES

Food and beverage specialty services are available upon request to your Event Coordinator.

CHAMPAGNE PUNCH

\$100 (per 25 people)

COCKTAIL STATIONS (PER PERSON COST)

Charcuterie Board...\$15.00

Crudités Station...\$5.00

Fruit Tray...\$7.50

Cheese & Crackers...\$7.50

Mimosa Bar...\$7.50

Caesar Bar...\$10.00

Martini Bar...\$12.00

WINE SERVICE DURING DINNER

\$8.00 per person [maximum two (2) bottles per table]

CAKE CUTTING & PLATING

\$3.00 per person

STANDARD BAR SERVICE

Four (4) hours of service - \$40 per person

EXTENDED BAR SERVICE

Bar service may be extended at a rate of \$9.00 per hour/per person.

FOOD STATIONS (PER PERSON COST)

Slider Station... \$8.00

Pulled Pork Station...\$8.00

Poutine Station...\$10.00

Flatbread Pizza Station...\$8.00

Cookies and Squares...\$ 6.00

Coffee/Tea Station...\$2.00



BOOKING AND PAYMENT



EVENT FEES

F&B RECEPTION PACKAGE	TBD (BASED ON SELECTIONS)
THE DRAPER ROOM AND PG BAR VENUE FEE	\$3,000.00
PG BAR VENUE FEE	\$1,000.00
SOCAN FEE*	\$100.00
REMOVAL OF HOUSE CHAIRS** (IF APPLICABLE)	\$250.00
RECEPTION COORDINATION (OPTIONAL UPGRADE)	\$500.00
GENERAL DAMAGE DEPOSIT (REFUNDABLE)	\$1,500.00
OUTSIDE VENDOR DAMAGE DEPOSIT (REFUNDABLE)**	\$250.00

VENUE AND RECEPTION PACKAGE FEE NOTES:

- “PP” denotes “Per Person”
- The total billing is based on the guaranteed number or actual attendance, whichever is greater
- HST is additional to all pricing
- An 18% gratuity fee is applied to all food & beverage totals in the selected reception package
- Prices are subject to increase by up to 5% (refer to Social Event Contract for details)
- *A license fee is paid to SOCAN (Society of Composers, Authors and Music Publishers of Canada) for the streaming of live performances, and is used to compensate songwriters, composers and music publishers who make up SOCAN. NOTE: This fee is only applied if applicable to the event
- **A surcharge will be applied if chairs are brought onsite as part of convener’s décor
- ***If you elect to use outside vendors not on our preferred list, we require a damage deposit fee that is refundable.
- A credit card number to hold in trust is required and recorded on file and will be used for (i) consumption bar total; (ii) any additional day of event charges, and/or damages

-Please refer to the Social Event Contact for additional details-



BOOKING AND PAYMENT

To secure your date for your event, a signed Social Event Contract, and a non-refundable initial deposit is required at the time of event day confirmation.

The final guest list (guaranteed number) must be submitted to your Event Coordinator no later than 30 days prior to the event day. The final invoice will be based on the guaranteed number or actual attendance, whichever is greater.

All menu selections and dietary restrictions must be confirmed two (2) weeks prior to the event date.

It is the responsibility of the convener to provide (1) guest seating plan, (2) table place cards, and (3) table favours, five (5) days in advance of the event day

FEE PAYMENTS ARE SPLIT INTO FOUR (4) PAYMENTS PLUS UP TO TWO (2) DAMAGE DEPOSITS, AS FOLLOWS:

FEE PAYMENT SCHEDULE (\$CDN.)			
#	PAYMENT TYPE & METHOD	DUE DATE	\$CDN.
1	INITIAL DEPOSIT (NON-REFUNDABLE) ➤ Credit Card	Upon booking	\$2,000.00
2	SECOND DEPOSIT (NON-REFUNDABLE) ➤ Cash, Cheque, or Money Order	4 months after booking	\$2,000.00
3	BALANCE OF TOTAL CHARGES, AS ESTIMATED ➤ Cash, Cheque, or Money Order	30 days prior	TBD
4	ADDITIONAL CHARGES (DAY OF THE EVENT) ➤ Cheque or Credit Card	Day of event	TBD
5	GENERAL DAMAGE DEPOSIT (REFUNDABLE) ➤ Separate Cheque	30 days prior	\$1,500.00
6	OUTSIDE VENDOR DAMAGE DEPOSIT (REFUNDABLE) ➤ Separate Cheque	30 days prior	\$250.00

-Please refer to the Social Event Contract for additional details-



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HEATHER TOLLETT
Pickering Glen's Food & Banquet Manager

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