



CONCORDIA CLUB

*We, at the Concordia Club,
Home of Oktoberfest
are very proud of our facilities,
European cuisine and excellent service.*

*We are a staff of professionals
who always do our utmost to please you,
our customers, and your guests.*

*The following information will help you
to plan a successful banquet.*



429 Ottawa Street South, Kitchener, ON, N2M 3P6
Tel.: 519.745.5617, Fax: 519.745.5141
www.concordiaclub.ca

CONCORDIA CLUB

Plan your special day with confidence with our
Professional banquet staff to execute every detail to perfection.
Sample your selected dinner menu prior to your special day with
Complimentary dinner for 2 featuring selected items from your meal.

Hall Rental Choices

Sit Down Meal with Bar Service
Sit Down Meal without Bar Service

Ceremony Onsite in the Main Hall
Ceremony Onsite Outdoors



Included in hall rental at no extra charge are the following:
round table set-up | all tableware | linens & choice of napkin colour | placement of favours
| basic set up and cleaning | microphone & podium | complimentary parking | slicing and
serving of your wedding cake | professional skirting of head, cake and gift table |
complimentary late night coffee service

CONCORDIA CLUB

ALL INCLUSIVE WEDDING PACKAGES

The Platinum Package

Hors D'oeuvres Reception
(Choose 3 items)

3 Course Country Style Dinner
Appetizer, Main Course: 2 Proteins, 2 Sides, 2 Sauces
Plated Dessert

House Wine - Unlimited wine service through dinner

5 Hour Host Bar
Open for 1 hour prior to dinner, 4 hours following dinner

Late Night Buffet
(Choose 2 items)

Late Night Coffee/ Tea Station
Complimentary slicing/serving of wedding cake



CONCORDIA CLUB

ALL INCLUSIVE WEDDING PACKAGES

Silver

Hors D'oeuvres Reception
(Choose 3 items)

3 Course Country Style Dinner
Appetizer, Main Course: 2 Proteins, 2 Sides, 2 Sauces
Plated Dessert

Late Night Buffet
(Choose 2 items)

Late Night Coffee/ Tea Station
Complimentary slicing/serving of wedding cake

Gold

Hors D'oeuvres Reception
(Choose 3 items)

3 Course Country Style Dinner
Appetizers, Main Course: 2 Proteins, 2 Sides, 2 Sauces
Plated Dessert

Late Night Buffet
(Choose 2 items)

Unlimited Poured Wine over Dinner

Late Night Coffee/ Tea Station
Complimentary slicing/serving of wedding cake

CONCORDIA CLUB

HOR'S DOEUVRES

(Choose 2+1 * Items)

Market Fresh Fruit Display

Garden Fresh Vegetable Display

Regional Cheese Display

Classic Bruschetta Station - Served with peppered goat cheese,
Feta cheese, assorted crustini & balsamic glaze

Trio of Dips - Roasted beet hummus/ Artichoke & Asiago / Roasted red pepper

Hot Spinach, Artichoke & Asiago Dip - Served with nachos, pitas & tortillas

Mini Spanakopita - Served with fresh tzatziki

* *Jumbo Shrimp Cocktail*

* *Smoked Salmon Canapés*

* *Charcuterie Board* - Chef's selection of assorted smoked meats, cheese & in house pickled vegetables. Served with fresh crustini

* *Sesame Chicken Satays*



CONCORDIA CLUB

SALADS

(Choose 1 salad to be served as your appetizer)

Classic Caesar

Crisp Romaine Lettuce with Bacon, Asiago Cheese,
Garlic Crouton and Our Homemade Dressing

Baby Spinach

Orange & Grapefruit Sections, Red Onion,
Dried Cranberries, Toasted Almonds and
Orange Cranberry Vinaigrette Dressing

Mixed Garden Greens

Fresh Market Greens with Tomato, Cucumber,
Julienne Vegetables & Balsamic Vinaigrette Dressing

Greek Salad

Baby Romaine Hearts, Vine Ripe Tomatoes, Cucumber,
Red Onion, Kalamata Olives, Feta Cheese & Our Homemade Greek Dressing

SOUPS

(Add \$5.50 per person to add Soup to the Menu)

Creamy Roasted Butternut Squash

Creamy Roasted Red Pepper & Basil

Cream of Asparagus

Minestrone

Cream of Broccoli & Cheddar

Italian Wedding

Cream of Cauliflower & Cheese

Country Style Dinner

(Includes Dinner Rolls and Butter)

Meats - select **TWO** from the following:

Wiener Schnitzel	Grilled Chicken Breast in a White Wine Mushroom Sauce	
Slow Roasted Prime Rib***	Chicken Cordon Bleu **	Rouladen **
Roast Turkey with trimmings	Slow Roasted Chicken Supreme**	
Cabbage Rolls	Roast Beef	Beef Tenderloin***
Maple Glazed Atlantic Salmon Filet***		

Potato or Rice - select **ONE** from the following:

Vegetable Rice	Butter Whipped Potatoes
Mini-roasted Herb Potatoes	Spaetzle *
Roasted Garlic & Chive Mashed Potatoes	

Vegetables - select **ONE** from the following:

Green Beans Almondine	Honey Glazed Baby Carrots	Corn Niblets
Sauerkraut	Bean Medley	Red Cabbage *
Brussel Sprouts with Bacon and Sauteed Onions	Seasonal Fresh Vegetables	

* add \$ 1.00 per Person / ** add \$ 2.00 per Person / *** items subject to additional charge based on market price



DESSERTS

Tiramisu Torte

New York Style Cheese Cake with Raspberry Coulis

Black Forest Torte

Grand Marnier Torte

Apple Strudel -Homemade Specialty!!

Hazelnut Torte

Lemon Yogurt Torte

Includes Fresh Brewed Coffee, Tea and Decaf

CHILDRENS MENU

(Ages 4-12)

Served with Vanilla Ice Cream for Dessert

Chicken Fingers and French Fries

Penne Pasta in a Homemade Tomato Sauce



Gratuity (17%) and Applicable Taxes (HST 13%) are not included. Prices are subject to change without notice.

CONCORDIA CLUB

Late Night Buffet

(Choose 2 items)

Poutine Station

Market Fresh Vegetable Display

Market Fresh Fruit Display

Regional Cheese Display

Pizza

Spinach & Artichoke Dip

Oktoberfest Sausage Slider Station

Schnitzel Slider Station

Perogi Station

Mini Burger Station

Cold Cuts & Buns

Assorted Sweet Tray

*Charcuterie Board *

(Counts as two items)



CONCORDIA CLUB

Bar Arrangements

HOST BAR or CASH BAR

Above Prices are subject to 17% Gratuity and 13% HST

Includes 13% HST

***NOTE: WE DO NOT offer shots or doubles**

If bar does not exceed minimum of costs (\$500.00) customer will be charged a surcharge of \$ 12.00 per hour for each bar staff member will be applied.

CONCORDIA HOUSE WINE

House White - Reif Estate Winery - 1 litre

House Red - Reif Estate Winery -1 litre

Further Selections are available upon request

Punch

Alcoholic punch (serves 100 people) | Non-alcoholic punch (serves 100 people)



Gratuity (17%) and Applicable Taxes (HST 13%) are not included. Prices are subject to change without notice.

Concordia Club

Room Capacities

	Halle	Weinstube	Jaegerstube	Patio
Theatre	450	50	50	N/A
Classroom	100	24	24	N/A
Boardroom	N/A	20	24	N/A
Banquet	448	42	45	60
Dinner/ Dance	448	N/A	N/A	N/A
Stand-up Reception	448	50	50	100
Dimensions	80' x 86'	19' x 27'	19' x 31'	31' x 21'
Approx. Sq. Footage	6960	515	600	700

January 2019

BANQUET TERMS AND CONDITIONS

MENU SELECTION

- Menu selection is due to the office at least four weeks prior to your function.
 - The Concordia Club is happy to provide up to two plated dinner options per reception for your guests

GUARANTEE

- Guaranteed number of guests attending the function is due to the office 2 weeks prior to the function.
- The guaranteed number is the minimum number of guests for which you will be charged.

DEPOSIT & CANCELLATION

- A deposit of \$ 1,000 is due upon booking a date in our Main Hall. Payable by cheque or cash.
- This contract is null and void in the event that the planned banquet cannot be held due to acts beyond our control, such as fire, earthquake and criminal acts.
- Should the event be cancelled the deposit only becomes refundable if the event space is resold for an event of equal or greater value.
- Any function space that is cancelled within one month of event and the space is unable to be resold, will be subject to a \$1500.00 cancellation fee in addition to the deposit.

FOOD AND BEVERAGE

- All catering of food and beverages must be provided by the Club.
- No beverages of any kind are permitted to be brought into the function rooms of the Club.
- Bar service and entertainment stops at 1.00 am in order to clear the function room by 1.30 am.
- A Service charge of 10% may be added to the food charges for any meals that are delayed by the client by more than 30 minutes.
- Prices are subject to change due to market conditions.
- Guaranteed prices will be given 60 days prior to the event.
- Should confirmed attendance be lower than 20% of expected attendance, the Banquet Function Agreement will become null and void and will be renegotiated.
- Active Concordia Club members may bring in homemade sweets.
- Under no circumstances may any Club equipment be used.

ADDITIONAL GOODS AND SERVICES

- In the event of “drop in guests” at your function, or any last minute changes, this clause provides clearance for collections of the additional charges not previously signed for on the Banquet Function Agreement.

TICKETS

- Please notify the office in advance, if tickets are to be collected for your function.

DAMAGES

- Any damages occurring to the property of the Concordia Club by a client, their guests or contractors will be added to the clients bill.
- The Club is not responsible for any items left on the premises which are lost, stolen or damaged.
- A charge will be levied when deemed necessary by the Concordia Club for damages, removal of excess garbage from the rooms or extraordinary cleaning.
- Consent is required to affix any material to the walls or floors of any public areas or function space from the Club Office.
- Failure to obtain said consent may result in an up to \$500.00 damage charge.
- The Club prohibits any items to be fastened to walls or floors with tape, tacks, push pins, nails etc.
- The Concordia Club prohibits the use of real flamed candles of any type (tea light or tapered). Battery operated lighting is allowed.

CHECK ROOM

- Coat check is available on an individual basis or flat fee.

NON-SMOKING

- Regional tobacco By-Law requires that our facility is 100% non-smoking.
- As a private club we are not exempt due to public access to the Club.
- Smoking is permitted outside of our main entrance to the hall.

- However, alcoholic beverages are only permitted in the hall itself and cannot be taken either into the lobby or outside of the Club building.

STORAGE

- The Club office must be notified of expected delivery of materials for a function.
- Upon previous arrangements, articles will be stored no more than 24 hours prior to the scheduled date of the function.
- The Concordia Club is not responsible for materials stored in the banquet room after the completion of the function.

THE LIQUOR LAWS AND ITS REGULATIONS

- The Concordia Club reserves the right to inspect and control all functions being held on the premises.
- All laws governing purchase and consumption of food and beverage will be strictly adhered to.
- The Concordia Club will restrict the sale and consumption of alcohol as deemed necessary.
- All reasonable measures will be taken to ensure the safety of the patrons at all functions held at the Concordia Club.
- In order for the Renter to be permitted to supply and serve home-made wine at the event they shall obtain a **No Sale Special Occasions Permit** from the Liquor Control Board of Ontario and agree to provide a copy of the permit to the Concordia Club no later than ten (10) days prior to the event.
- Service of home-made wine may only be made during the dinner portion of the event during which time the bar will be closed.
- The Renter will not sell, cause or permit to be sold any home-made wine to any guest, but may only provide it free of charge.
- The Renter agrees that the Special Occasions Permit will be obtained in their name only and that they will be present at all times during the event.
- The Renter agrees that they shall not:
 - * Cause any damage to the property of the Concordia Club or the property of any other guests or persons present on or about the Concordia Club premises
 - * Cause injury to any other guest or any employee of the Concordia Club
 - * Cause, permit or facilitate the service or any alcoholic beverage to any person who is intoxicated, who has been refused service of alcohol by an employee of the Concordia Club or who is under the age of nineteen (19) years.
- The Renter Agrees that they are responsible for the acts or omissions of their guest and agrees to take all reasonable steps to prevent any guest from committing any of the acts set out above.
- The Renter agrees to indemnify the Concordia Club, its directors, officers, employees, volunteers, representatives and members (Collectively the Concordia Club), and save the Concordia Club harmless from any and all losses or claims, actions, demands, liabilities, fines, penalties or expenses whatsoever, occasioned or caused wholly or in part by any act or omission of the Renter or their guest(s) or arising from any breach of any provision of this agreement.

DECORATIONS

- The Concordia Club requires all decorators, private or hired, to read and complete the Contractor Safety Guidelines and submit an agreement form and insurance coverage.
- These rules and regulations must be adhered to in order to decorate at the Concordia Club and as a result become part of this contract.
- The club will provide you with a list of approved decorators that have already completed all required documentation.
- For decorators not on the approved list, Insurance, WSIB coverage and the Concordia Club Contractors Safety Guidelines will have to be submitted to the club at a minimum of two weeks prior to the event.
- The Contractors Safety Guidelines can be found either in the club main office or online at our website.
- The club reserve the right to refuse decorators from working on the premises if they fail to provide the club with the required forms.
- All decorations must be removed from the Concordia Club on the evening of the function unless other arrangements have been made with the Concordia Club.
- The Concordia Club prohibits the use of real flamed candles of any type (tea light or tapered). Battery operated lighting is allowed.

ADVERTISING

- Any advertising prepared by the client using the name of the Concordia Club must be approved by management.

PAYMENT

- A 75% payment of the estimated final bill is due two weeks prior to the function. Payable by cheque, cash or bank draft.
- This payment is non-refundable. A final invoice will be prepared after the event and payment is due within 30 days. Final invoice payable by cash, cheque or bank draft.
- Late payments will be subject to a 2% interest charge per month for every month overdue

I have read the above stated banquet function policies and will adhere to the terms and conditions thereof.

Signature: _____

Date _____

January 2019

