



*Petawawa
Golf Club*

Wedding & Banquet Information

Petawawa Golf Club

3 Festubert Blvd

Petawawa, Ontario K8H 2X3

Clubhouse: (613) 687-5331

Fax: (613) 687-0189

Karin Cotey

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www.petawawagolfclub.com



Congratulations on your Engagement!

For any couple, planning their wedding is one of the most exciting experiences of their lives. Of all the factors to consider, choosing the perfect venue is of the utmost importance. Here at Petawawa Golf Club, we strive to make your wedding memorable, fun and as stress free as possible!

Located at Garrison Petawawa, in Renfrew County, Petawawa Golf Club is recognized as one of the leaders for banquet facilities in the area; being home to eighteen picturesque holes of golf and a beautiful banquet room which features one of the most breathtaking views in the valley. Capable of holding up to 240 guests, we offer delicious and well priced reception dinners as well as dedicated, professional staff who are all focused on giving you the wedding day you deserve!

Your happiness is most important to us and that is why we focus so much attention to you and your big day. From the big picture to the little details, the staff at Petawawa is dedicated to providing you with care and attention, delicious food and uncompromising service.

On behalf of all of us at Petawawa Golf Club, we truly congratulate you on your engagement and sincerely look forward to working with you to create a night to remember and cherish!

Warmest regards,

Karin Cotey

Hospitality Co-ordinator of Petawawa Golf Club



FUNCTION DETAILS

Hall rental includes;

*Reserved room until last call at 12:45 am.

*Scenic pictures on golf course (designated areas)

*Linen tablecloths-white

*Chair covers-white

*Linen napkins-choice of multiple colours

*Room set up and tear down.

*Wait staff and bartender(s)

*A non-refundable \$500 deposit is required to book the hall, along with a signed banquet contract and valid credit card.

*Two post-dated cheques of \$1000, dated six and three months prior to the function, are also required.

*Final payment is due 7 days prior to the scheduled event.

*Final number of guests must be called in 21 days in advance. Any and all special requests and meal requirements must be called in at least 21 days and may be subject to additional fees.

ALL PRICES ARE SUBJECT TO MARKET CHANGE WITHOUT
NOTICE

ALL PRICES EXCLUDE APPLICABLE TAX AND 15% GRATUITY
FEE

WEDDING PACKAGE #1

GUEST ARRIVAL COCKTAIL HOUR:

Your guests will enjoy the following upon their arrival to Petawawa Golf Club:

*A seasonal fruit and crudite platter with dip

DINNER SELECTIONS

Includes fresh, warm rolls and butter

PLEASE CHOOSE TWO OF THE FOLLOWING FOR BUFFET STYLE OR ONE OF THE FOLLOWING FOR PLATED STYLE:

*Creamy Coleslaw

*Mixed Green Salad

*Classic Caesar Salad

*Spinach Salad

*Homestyle Pasta Salad

*Greek Pasta Salad

*Italian Pasta Salad

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND PLATED STYLE:

*Home Style Roasted Turkey

*Roast Beef

*Penne Primavera

ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND
PLATED STYLE:

- *Rice Pilaf
- *Roasted mini potatoes
- *Garlic mashed potatoes
- *Creamy Scalloped Potatoes

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND
PLATED STYLE:

- *Seasonal steamed vegetable medley
- *Glazed green beans

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND
PLATED STYLE:

- *Charming Cheesecake with Fruit Topping
- *Apple Crisp with Vanilla Glaze
- *Blueberry Streusel Coffee Cake

*Coffee/Tea Station-fresh brewed coffee, decaffeinated coffee and tea replenished
throughout the night

ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE

WEDDING PACKAGE #2

GUEST ARRIVAL COCKTAIL HOUR:

Your guests will enjoy the following upon their arrival to Petawawa Golf Club:

*A seasonal fruit and crudite platter with dip

DINNER SELECTIONS

Includes fresh, warm rolls and butter

PLEASE CHOOSE TWO OF THE FOLLOWING FOR BUFFET STYLE OR ONE OF THE FOLLOWING FOR PLATED STYLE:

- *Creamy Coleslaw
- *Mixed Green Salad
- *Classic Caesar Salad
- *Spinach Salad
- *Homestyle Pasta Salad
- *Greek Pasta Salad
- *Italian Pasta Salad

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND PLATED STYLE:

- *Salt Mbrocca Chicken
- *Brie & Pear Chicken
- *Potato Crusted Cod
- *Chicken Marsala Chicken

ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND
PLATED STYLE:

- *Rice Pilaf
- *Roasted mini potatoes
- *Garlic mashed potatoes
- *Creamy Scalloped Potatoes

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND
PLATED STYLE:

- *Seasonal steamed vegetable medley
- *Glazed green beans

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND
PLATED STYLE:

- *Charming Cheesecake with Fruit Topping
- *Apple Crisp with Vanilla Glaze
- *Blueberry Streusel Coffee Cake

*Coffee/Tea Station-fresh brewed coffee, decaffeinated coffee and tea replenished
throughout the night

ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE

WEDDING PACKAGE #3

GUEST ARRIVAL COCKTAIL HOUR

Your guests will enjoy the following upon their arrival to Petawawa Golf Club:

*A seasonal fruit and crudite platter with dip

DINNER SELECTIONS

Includes fresh, warm rolls and butter

PLEASE CHOOSE TWO OF THE FOLLOWING FOR BUFFET STYLE OR ONE OF THE FOLLOWING FOR PLATED STYLE:

*Creamy Coleslaw

*Mixed Green Salad

*Classic Caesar Salad

*Spinach Salad

*Homestyle Pasta Salad

*Greek Pasta Salad

*Italian Pasta Salad

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND PLATED STYLE:

*Prestigious Prime Rib

*Marinated Pork Loin

ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET AND
PLATED STYLE:

- *Rice Pilaf
- *Roasted mini potatoes
- *Garlic mashed potatoes
- *Creamy Scalloped Potatoes

PLEASE CHOOSE ONE OF THE FOLLOWING FOR BOTH BUFFET OR
PLATED STYLE:

- *Seasonal steamed vegetable medley
- *Glazed green beans

PLEASE CHOOSE ONE OF THE FOLLOWING:

- *Charming Cheesecake with Fruit Topping
- *Apple Crisp with Vanilla Glaze
- *Blueberry Streusel Coffee Cake
- *Coffee/Tea Station-fresh brewed coffee, decaffeinated coffee and tea replenished throughout the night

ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE

BEVERAGES

*PLEASE NOTE THAT ALL BEVERAGES ARE
SUBJECT TO A 13% SALES TAX

NON-ALCOHOLIC PUNCH BOWL

ADDITIONAL BOWL FILL

ALCOHOLIC PUNCH BOWL

ADDITIONAL BOWL FILL

WHITE WINE:

-PELLER ESTATES CHARDONNAY

-PELLER ESTATES REISLING

RED WINE:

-PELLER ESTATES MERLOT

-PELLER ESTATES CABERNET

DOMESTIC BEER

IMPORT BEER

SINGLE REGULAR

SINGLE PREMIUM

DOUBLE REGULAR

DOUBLE PREMIUM

POP/JUICE

ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE

WE LOOK FORWARD TO SERVING YOU SOON!



HORS D'OEUVRES

UPGRADE OPTION

**FOR YOUR ENJOYMENT, YOU AND YOUR GUESTS WILL BE
TREATED WITH AN ASSORTMENT OF THE HORS D'OEUVRES
FOUND BELOW:*

**ASSORTED QUICHES*

**SPRING ROLLS*

**MINI MEAT BALLS*

**SAUSAGE ROLLS*

**ASSORTED CHEESE STUFF PUFFED
PASTRIES*

**BROCHETTE BITES*

**CRAB CAKES WITH AOLI DIP*

LATE NIGHT SNACK

UPGRADE OPTION

*ASSORTED SANDWICHES/WRAPPS

*ASSORTED CHEESES & CRACKERS

*CRUDITE AND DIP

*ASSORTED PICKLE TRAY

*ASSORTED DESSERTS

*ASSORTED FLATBREAD PIZZA

STATION

PLATTER UPGRADE

OPTION SELECTIONS

**CHEESE & CRACKER PLATTER -*

*CANADIAN CHEDDAR, MARBLE AND HAVARTI CHEESE WITH AN
ASSORTMENT OF CRACKERS AND GRAPES*

**FRUIT PLATTER -*

*A REFRESHING COMBINATION OF HONEY DEW & CANTALOUPE
MELON, GRAPES, STRAWBERRIES AND PINEAPPLE*

**PICKLE PLATTER -*

*A SAVOURY MIX OF SWEET, GIRKIN AND DILL PICKLES
ACCOMPANIED WITH BREAD & BUTTER*

**CRUDITE & DIP -*

*A VARIETY OF CARROTS, BELL PEPPERS, BROCCOLI, CAULIFLOWER,
RADISHES, CUCUMBER AND RANCH DRESSING DIP*

**ASSORTED DESSERT PLATTER -*

*AN ASSORTMENT OF CARROT CAKE, BUTTER TARTS, BROWNIES
AND NANAIMO BARS FOR YOUR ENJOYMENT*

**PLEASE NOTE THAT HORS
D'OEUVRES, ENTREES AND LATE
NIGHT SNACKS ARE SUBJECT TO A
13% SALES TAX AS WELL AS A 15%
GRATUITY.*

**ABOVE PRICES ARE BASED ON 100+
PEOPLE-FOR WEDDINGS UNDER 100,
PLEASE ADD \$2/PLATE*

PETAWAWA GOLF CLUB

CATERING POLICIES

- 1) A non-refundable deposit of \$500, a signed banquet contract as well as a valid credit card number are required to book an event and confirm the date.
- 2) Hall rental price is \$500 for use of the Petawawa Banquet Hall. This price includes linen tablecloths, linen napkins, room set up and tear down as well as wait staff and bartender (s) .
- 3) Final numbers, final event details and any special requests must be confirmed a minimum of 21 days prior to the scheduled event.
- 4) Final invoicing will be completed one week prior to the event; at this time and up to the day before the event, remaining balance must be paid. All invoices will have a 15% gratuity applied to the subtotal. In the event that a higher number of guests attend than what was invoiced, the difference will be charged to the credit card provided on file. If the remaining balance is not paid by the event date, the total will then be charged to the credit card provided on file. Any bar tab accumulated throughout the event will be charged to the credit card if the tab is not paid at the conclusion of the event.
- 5) A service charge of \$200 will be applied to any cash bar set-ups with sales less than \$300
- 6) Petawawa Golf Club is not responsible for damage or loss to any articles or property left in the facility prior to or after an event. All items must be removed after the completion of the event, unless other arrangements have been made with management.
- 7) Petawawa Golf Club reserves the right to disassemble or remove any and all decorations after the event if the hall is required for set up.
- 8) No tape, thumbtacks, nails or staples are permitted to be used on any wall surface. The use of confetti, streamers, hay, straw or any difficult to collect material will result in the event being charged with a \$250 clean-up fee.
- 9) Any damage to Petawawa Golf Club, it's premises or articles belonging to it may be subject to extra charges.
- 10) Petawawa Golf Club reserves the right of refusal of service to any individual who is verbally abusive to any staff, under the influence of alcohol, destructive to the property

as well as anyone who brings illegal substances on premises or underage patrons. Any of these circumstances will result in refusal of service as well as possible removal of event.
11) Last call is 12:45 am during the event. Result of loitering at Dundee Country after 2:00 am will result in a \$300/hour extra room charge.

**ALL PRICES EXCLUDE TAX AND 15% GRATUITY FEE
ALL PRICES ARE SUBJECT TO MARKET CHANGE WITHOUT NOTICE**

I HAVE READ, UNDERSTAND AND AGREE TO ALL OF PETAWAWA COUNTRY CLUB'S CATERING POLICIES.

CONVENER SIGNATURE AND DATE

PETAWAWA GOLF CLUB SIGNATURE AND DATE

CREDIT CARD TYPE/NUMBER/EXPIRY DATE/SECURITY CODE