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Holiday Inn

VANCOUVER DOWNTOWN



Meeting Packages

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Our popular meeting packages start from just \$45* per person, and include a great discount on room rental, continental breakfast, choice of lunch menu, as well as morning and afternoon breaks (snacks and refreshments).

*Based on a minimum group of 20 people, with an additional \$10 per person room rental charge

THE COMMUNICATOR

\$45 per person

Morning: Continental Breakfast

AM Break: Select one option from our *Snacks* selections with Freshly Brewed Seattle’s Best Coffee® and Assorted Teas

Lunch: The Working Lunch

PM Break: Select one option from our *Snacks* selections with Freshly Brewed Seattle’s Best Coffee® and Assorted Teas

It is our pleasure to help you get down to business quickly, easily, and in very good taste.



THE FACILITATOR

\$50 per person

Morning: Continental Breakfast

AM Break: Select one option from our *Snacks* selections with Freshly Brewed Seattle’s Best Coffee® and Assorted Teas

Lunch: Create Your Own Luncheon Buffet (one entrée), or add \$5 per person for 2 entrées option

PM Break: Select one option from our *Snacks* selections with Freshly Brewed Seattle’s Best Coffee® and Assorted Teas

THE EXECUTIVE

\$57 per person

Morning: Deluxe Breakfast

AM Break: Select one option from our *Snacks* selections with Freshly Brewed Seattle’s Best Coffee® and Assorted Teas

Lunch: Create Your Own Luncheon Buffet (one entrée), or add \$5 per person for 2 entrées option

PM Break: Select one of our *Theme Breaks*

ENHANCEMENTS

Upgrade to the Canadian Power Breakfast in the morning \$4 per person

Upgrade one of your breaks to a specialty *Theme Breaks* \$5 per person

Add a Freshly Squeezed Juice Station \$5 per person



Taxes and service charge not included. These prices are subject to change without notice. 2019 edition.

Breakfast

20 person minimum

CONTINENTAL BREAKFAST BUFFET / \$16.50

Chilled Orange, Grapefruit, and Apple Juices
Sliced Seasonal Fruit Platter
Assorted Fruit Yoghurt
Assorted Pastries
Toast Station
Butter, Fruit Preserves, and Honey
Freshly Brewed Seattle's Best Coffee® and Assorted Teas

CANADIAN POWER BREAKFAST BUFFET / \$22

Chilled Orange, Grapefruit, and Apple Juices
Sliced Seasonal Fruit Platter
Assorted Pastries
Toast Station
Butter, Fruit Preserves, and Honey
Scrambled Eggs
Select Two (2) Protein Options From the Following:
Shaved Turkey Breast, Shaved Ham, Sausage,
Bacon, Roasted Tomato
Hash Brown Potatoes
Freshly Brewed Seattle's Best Coffee®
and Assorted Teas

DELUXE BREAKFAST BUFFET / \$26

Chilled Orange, Grapefruit, and Apple Juices
Freshly Squeezed Juice – One Flavour of a Seasonal Selection,
but Chef accepts requests!
Sliced Seasonal Fruit Platter
Assorted Pastries
Toast Station
Butter, Fruit Preserves, and Honey
Assorted Cold Cereals with Milk and Honey
Assorted Fruit Yogurts
Scrambled Eggs
Select Two (2) Protein Options From the Following:
Shaved Turkey Breast, Shaved Ham, Sausage,
Bacon, Roasted Tomato
Hash Brown Potatoes
Freshly Brewed Seattle's Best Coffee® and Assorted Teas

ENHANCEMENTS

Additional Protein Option(s)	\$3.50 per person
Freshly Squeezed Juice (one flavour)	\$5 per person
Buttermilk Pancakes with Syrup and Butter	\$4 per person
French Toast	\$5 per person
Fresh Seasonal Berries	Market Price
Chilled Hard-boiled Eggs	\$2 per person



*It is the most important meal of the day,
and one of our energizing starts will help
your team start the day right!*

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COFFEE SERVICE / \$4.25 per person
Freshly Brewed Seattle's Best Coffee® and Assorted Teas

BEVERAGES

Bottles of Assorted Juice	\$3 each
Cans of Soft Drinks	\$2.50 each
Freshly Squeezed Juice (one seasonal flavour)	\$5 each
Sparkling Water	\$3.50 each
San Pellegrino Flavour Cans	\$3.25 each
Bottles of Kombucha	\$5.50 each

SNACKS

Freshly Baked Cookies	\$2.75 per person
Chef's Baked-in-House Muffins	\$3 per person
Sliced Seasonal Fresh Fruit Platter	\$6 per person
Mint Fruit Salad	\$5 per person
Whole Seasonal Fruit	\$2 per person
Assorted Fruit Yogurts	\$2.50 per person
Homemade Granola Bars	\$5 per person
Assorted Loaves	\$3.50 per person
Freshly Cut Vegetable Crudités with Ranch Dip (add Homemade Hummus \$2.00 per person)	\$5 per person
Chef's Dessert Platter	\$3 per person
Deluxe Dried Fruit and Mixed Nuts Bar	\$6.50 per person
Locally Made Pistachio and Chocolate Biscotti	\$5 per person
Assorted Scones with Crème Fraiche and Fruit Preserves	\$7.50 per person

GLUTEN-FREE

Corn Tortilla Chips and Salsa	\$3.50 per person
Flavour of the Day Loaves	\$4.50 per person

Our team is happy to assist with additional special dietary options, please contact us for items and pricing

*Take a break from the job at hand
to replenish, and renew, the spirit!*



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Themed Breaks

All themes include freshly brewed Seattle's Best Coffee® and Assorted Teas.

THE CAFFEINE JUNKIE / \$9 per person

Your choice of any 2 freshly baked items below:
Assorted Local Biscotti, Loaves, Muffins, Cookies

THE DENTIST CHAIR / \$15 per person

Nanaimo Bars, Brownies, and Coconut Lemon Bars

THE QUEEN'S REPOSE / \$15 per person

Assorted Scones with Crème Fraiche and Fruit Preserves
English Finger Sandwiches
Berry Tarts

THE MEDITERRANEAN CRUISE / \$14 per person

Homemade Hummus and Tzatziki
Feta or Goat Cheese
Olives
Pita Wedges
Sliced Fresh Vegetables

Revitalize your audience with one of our themed selections to ensure your meeting is a success.



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THE WORKING LUNCH / \$25

20 person minimum

Chef's Daily Soup Creation

SALAD SELECTIONS

Your choice of one (1) of the following:

- Mixed Greens with Seasonal Berries
- Caesar Salad with Croutons
- Classic Greek Salad
- European Potato Salad with Smoked Bacon and Grainy Mustard Vinaigrette
- Beet and Arugula Salad with Lemon-Lime Dressing and Balsamic Vinaigrette
- Cobb Salad with Tomato, Bacon, Egg, Red Onion, Blue Cheese on Mixed Greens and Sundried Tomato Vinaigrette
- Brussel Sprout Salad with Sunflower Seeds, Dried Cranberries, Poppy Seeds, Red Peppers and Tomato and Sesame Dressing
- Asian Pasta Salad with Edamame, Cilantro, Sweet Peppers, Sliced Almonds, Cabbage, Carrots and Sweet Sesame Soy Dressing

SANDWICH SELECTIONS

Your choice of three (3) of the following options:

- Black Forest Ham and Cheddar Cheese in Freshly Baked Croissant
- Egg Salad with Fresh Lettuce on White Bread
- Shaved Roast Beef, Swiss Cheese, Red Onion, Tomato with Horseradish Mayonnaise on Ciabatta
- Roasted Turkey Breast, Fresh Lettuce, Tomato with Jalapeño Aioli on Multigrain Bread
- Tandoori Chicken Wrap with Mixed Greens, Tomato, Bell Peppers with Raita in Whole Wheat Tortilla
- Grilled Zucchini, Grilled Eggplant, Roasted Sweet Peppers, Grilled Onion, Kale, Tomato with Homemade Hummus in Whole Wheat Tortilla
- Smoked Salmon Bagel with Red Onion, Capers, Arugula and Cream Cheese **+\$3/person**
- Shrimp and Crab Salad with Fresh Lettuce on Multigrain Baguette **+\$4/person**
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- Chef's Seasonal Desserts
- Sliced Fresh Fruit Platter
- Freshly Brewed Seattle's Best Coffee® and Assorted Teas

Our lunches provide a great opportunity to share a midday break and discuss ideas informally.



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Luncheon Buffet

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CREATE YOUR OWN LUNCHEON BUFFET

Select 1 Entrée \$30 / Select 2 Entrées \$35

Bread Rolls and Butter

SALAD SELECTIONS

Your choice of two (2) of the following options:

Mixed Greens with Seasonal Berries

Caesar Salad with Croutons

Classic Greek Salad

European Potato Salad with Smoked Bacon and Grainy Mustard Vinaigrette

Beet and Arugula Salad with Lemon-Lime Dressing and Balsamic Vinaigrette

Cobb Salad with Tomato, Bacon, Egg, Red Onion, Blue Cheese on Mixed Greens and Sundried Tomato Vinaigrette

Brussel Sprout Salad with Sunflower Seeds, Dried Cranberries, Poppy Seeds, Red Peppers and Tomato and Sesame Dressing

Asian Pasta Salad with Edamame, Cilantro, Sweet Peppers, Sliced Almonds, Cabbage, Carrots and Sweet Sesame Soy Dressing

PASTA SELECTIONS

Your choice of one (1) of the following options:

• Spinach and Cheese Cannelloni with Marinara (no extra sauce selection)

• Penne

• Beef Tortellini

• Rotini

• 4 Cheese Tortellini

• Butternut Squash Ravioli

• Potato Gnocchi

• Mushroom and Cheese Ravioli

• Gluten-free Pasta

HOMEMADE SAUCE OPTIONS

• Marinara

• Spicy Arrabbiata

• Alfredo

• Aglio e Olio (Olive Oil, Garlic and Herbs)

• Pesto

• Coconut Curry

Add Grilled Chicken Breast, Chorizo Sausage, Beef Meatballs, or Shrimp to any pasta for +\$4/person

VEGETABLE SELECTIONS

Your choice of one (1) of the following options:

Steamed Fresh Seasonal Vegetables

Grilled Zucchini, Grilled Eggplant and Roasted Red Peppers

POTATO AND RICE SELECTIONS

Your choice of one (1) of the following options:

Roasted or Steamed Yukon Gold Potatoes

Creamy Mashed Potatoes

Sarladaises Potatoes

Steamed Basmati Rice

ENTRÉE SELECTIONS

Your choice of one (1) or two (2) of the following options:

Grilled Chicken Breast in Creamy Watercress Sauce

Homemade Butter Chicken

Beef Stroganoff

24-hour Marinated Grilled Beef Medallions with Cremini Mushrooms in Red Wine Jus

Seared Cod in Ginger-Soy Marinade

Seafood Coconut Curry

Pork Schnitzel

Grilled Portobello Mushrooms with Spinach and Feta Cheese in Greek Sauce

—

Chef's Seasonal Desserts

Sliced Fresh Fruit Platter

Freshly Brewed Seattle's Best Coffee® and Assorted Teas



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Reception

Selections are priced per dozen, unless otherwise stated

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COLD HORS D'ŒUVRES

Pesto-marinated Tomato and Bocconcini Skewers	\$28
Duck Confit with Quince Compote on Multigrain Baguette	\$30
BC Salmon Gravlax with Lemon Cream Cheese on Sourdough Crackers	\$32
Grilled Asparagus wrapped with Prosciutto	\$30
Bruschetta with Goat Cheese on Toasted Baguette	\$28
Crackle Ahi Tuna with Black Tobiko Caviar (GF)	\$34
BC Prawns with Avocado Salsa on a Spicy Pub Chip with Jalapeno Aioli	\$32
Parmesan Cheese Cone with Pineapple-Mango Salsa	\$26

WARM HORS D'ŒUVRES

Baked Spanakopita with Tzatziki	\$24
Beef Satay with Balsamic Glaze	\$28
Vegetable Spring Rolls with Sweet Chilli Dip	\$22
Crab Cakes with Pineapple-Mango Salsa	\$35
Crispy Coconut Prawns with Horseradish Marmalade	\$32
Beef Meatball Sliders with Avocado Salsa	\$30
Manchurian Cauliflower	\$26
Cubed Chicken Tikka with Cucumber Raita	\$26
Locally-made Samosas (Vegetable, Chicken, or Beef) with Raita or Mango Chutney	\$26
Butter Chicken Poutine	\$27
Salt & Pepper Chicken Wings	\$26

ADDITIONAL RECEPTION SUGGESTIONS

SUSHI STATION (serves 20) California Roll, Tuna Maki, Cucumber Maki, Avocado Maki	\$120
WEST COAST SEAFOOD BAR (serves 20) Mussels, Clams, Prawns, Candied Salmon, Peppered Mackerel	\$180
BC CHARCUTERIE PLATTER (serves 20) Local Rotating Selections	\$160
FARMERS' CHEESE PLATTER (serves 20) Selection of Local Cheeses, French Bread, Crackers, Assorted Fruits	\$170
MEDITERRANEAN ANTIPASTO (serves 20) Grilled Asparagus, Zucchini, Eggplant, Roasted Sweet Peppers, Artichokes, Olives, served with Focaccia	\$100
Hand-Dipped Chocolate Tuxedo Strawberries (serves 20)	\$100

LIVE-ACTION STATION

All of the below options include a member of our Culinary Team to hand-carve selections for your guests

Canadian AAA Rib-Eye of Beef Roast with Port Wine Reduction and Sourdough Buns	\$350 (serves 30)
Rack of Lamb with Greek Marinade	\$250 (serves 20)
Honey & Dijon Mustard Glazed Ham	\$175 (serves 20)
Live Pasta Station: 2 types of Pasta, 2 Sauces, assortment of ingredients	\$180 (serves 20)



Whether you are going for refined sophistication, or laid back mingling, we have the food to set the mood!

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CREATE YOUR OWN DINNER BUFFET

Select 1 Entrée \$43 / Select 2 Entrées \$49

Bread Rolls and Butter
 Antipasto Platter
 Assortment of Grilled Vegetables, Olives, and Feta Cheese

SALAD SELECTIONS

Your choice of four (4) of the following options:
 Mixed Greens with Seasonal Berries
 Caesar Salad with Croutons
 Classic Greek Salad
 European Potato Salad with Smoked Bacon and Grainy Mustard Vinaigrette
 Beet and Arugula Salad with Lemon-Lime Dressing and Balsamic Vinaigrette
 Cobb Salad with Tomato, Bacon, Egg, Red Onion, Blue Cheese on Mixed Greens and Sundried Tomato Vinaigrette
 Brussel Sprout Salad with Sunflower Seeds, Dried Cranberries, Poppy Seeds, Red Peppers and Tomato and Sesame Dressing
 Asian Pasta Salad with Edamame, Cilantro, Sweet Peppers, Sliced Almonds, Cabbage, Carrots and Sweet Sesame Soy Dressing

PASTA SELECTION

Your choice of one (1) of the following options:

- Spinach and Cheese Cannelloni with Marinara (no extra sauce selection)
- Penne
- Rotini
- Butternut Squash Ravioli
- Mushroom and Cheese Ravioli
- Beef Tortellini
- 4 Cheese Tortellini
- Potato Gnocchi
- Gluten-free Pasta

HOMEMADE SAUCE OPTIONS:

- Marinara
- Alfredo
- Pesto
- Aglio e Olio (Olive Oil, Garlic and Herbs)
- Spicy Arrabbiata
- Coconut Curry

Add Grilled Chicken Breast, Chorizo Sausage, Beef Meatballs, or Shrimp to any pasta for +\$4/person

VEGETABLE SELECTIONS

Your choice of one (1) of the following options:
 Steamed Fresh Seasonal Vegetables
 Grilled Zucchini, Grilled Eggplant and Roasted Red Peppers

POTATO AND RICE SELECTIONS

Your choice of one (1) of the following options:
 Roasted or Steamed Yukon Gold Potatoes
 Creamy Mashed Potatoes
 Sarladaises Potatoes
 Steamed Basmati Rice

ENTRÉE SELECTIONS

Your choice of one (1) or two (2) of the following options:
 Grilled Chicken Breast in Creamy Watercress Sauce
 Homemade Butter Chicken
 Beef Stroganoff
 24-hour Marinated Grilled Beef Medallions with Mushrooms in Red Wine Jus
 Seared Cod in Ginger-Soy Marinade
 Seafood Coconut Curry
 Pork Schnitzel
 24-hour Marinated Lamb Shanks in Herbed Red Wine Sauce
 German-style Pork Roulade with Dill Pickles, Onion and Bacon in its own Jus
 Roast Garlic Pork Tenderloin in Buttery Cremini Mushroom and Herbs Sauce
 Grilled Pacific Sockeye Salmon in Orange, Lime and Dill Sauce
 Grilled Portobello Mushrooms with Spinach and Feta Cheese in Greek Sauce

—
 Chef's Seasonal Desserts
 Sliced Fresh Fruit Platter
 Freshly Brewed Seattle's Best Coffee®
 and Assorted Teas



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The Holiday Inn Vancouver Downtown is pleased to offer the following Bar Set-ups:

CASH BAR

\$8.00 per drink, inclusive of taxes

HOST BAR

\$9.00 per drink, inclusive of taxes and service charge

All Bars provide local bottles of beer, single shot house brand highballs, and glasses of house wine.

A Bartender will be provided free of charge if beverage consumption exceeds \$400, otherwise a \$25 per hour premium will be applied (based on a four hour minimum).

WINE

We keep a great medley of local and exotic bottles in our wine cellar. Please contact us for this season's selections.

We are happy to order in specialty items for your celebration, but please note these will be charged as ordered.

Wine and liquor pricing is subject to applicable taxes and gratuities.



Exactly what your group needs to quench thirsts and delight taste buds.



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SCISSOR SCREEN SUPPORT PACKAGE / \$125

Projection Screen, Skirted Stand,
HDMI Cable, Extension Cable and Power Bar

PROJECTOR & SCISSOR SCREEN PACKAGE / \$350

LCD Projector*, Screen, Skirted Stand,
HDMI Cable, Extension Cable and Power Bar

PRESENTATION MONITOR PACKAGE / \$200

28" LED Monitor, 25' HDMI Cable, Angled Floor Stand,
30' AC Cable and Power Bar

For use on floor in front of Presenter for Viewing Presentations

PORTABLE AUDIO PACKAGE / \$225

JBL EON ONE Portable System,
2 Channel Mixer, Bluetooth Enabled with Sub

SMALL AUDIO PACKAGE / \$325

2 JBL 10" Self-Powered Speakers, 4 Channel Mixer,
Wireless Microphone (Lapel or Handheld)
with Floor or Table Stand

POWER DISTRIBUTION PACKAGE / \$35

30' AC Cable and Power Bar

CONFERENCE PHONE PACKAGE/ \$150

Polycom Sound Station Conference Phone,
with 2 Extension Microphones

Max audience size 12 people.

For larger audiences, please contact FMAV.

HD PROJECTOR FULL FRAME DRESS SCREEN PACKAGE

5000 Lumen Projector*, Slide Advancer with built in Laser Pointer
6' X 10½' Wide Screen, Skirted Stand, 25' HDMI Cable,
30' AC Cable, and Power Bar.

Call for pricing.

*When it's show time, we can help make
sure you have the right equipment for
a dynamic presentation.*

Taxes and service charge not included. These prices
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ACCESSORIES

Wireless Microphone – Lapel or Handheld	\$150
Wired Microphone with Floor or Table Stand	\$40
4-Channel Audio Mixer	\$65
Flip Chart with Paper Pads and Markers	\$50
White Board with Markers and Eraser	\$50
Slide Advancer with Built-in Laser Pointer	\$25
Computer Speakers	\$40
Audio Interface Box	\$40
Extension Cord or Power Bar	\$15
Easel Stand	\$30

All package prices include labour

****Pricing does not include taxes****

****Additional labour and delivery may apply to larger setups****

LABOUR RATES (PER HOUR)

Monday – Sunday (06:00 - 24:00)	\$ 67
Monday – Sunday (24:00 – 06:00)	\$ 87

Overtime rates applicable after 8 hours @ 1.5 x Rate

Services provided by:



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FUNCTION ROOM RENTAL

Rental charges include the set-up, use of space, normal clean-up and the following equipment as required:

- Tables, linen, and chairs
- Glasses and water service
- Pens and paper
- Microphone and podium

We regret that the hotel cannot be held responsible for items left at the hotel or in meeting rooms before, after or during the event.

Rental rates are calculated per event.

If 24 hour access is required please advise us at time of booking and the hotel will accommodate if possible, and at an additional charge.

Any room set-up changes within 48 hours of a function are subject to labour charges of \$25 per hour, per server.

The hotel reserves the right to require security for any event at the convenor's expense.

30-DAY BOOKING POLICY

We can provisionally / tentatively hold space for you, but cannot guarantee until 30 days prior to the event without a minimum room block commitment. Once we are within 30 days of the event and the space is still available we will finalize the event contract and any catering requirements.

FOOD AND BEVERAGE POLICY

All Food and Beverage must be provided by the Holiday Inn Vancouver Downtown, and must be consumed on premises. Wedding and / or Birthday cakes may be brought in with prior permission from the Catering Manager and a Cake Cutting Fee will apply. Bottles of wine may be brought in with prior permission from the Catering Manager and a corkage fee will apply.

Menu selections should be submitted to our Catering Department at least three weeks in advance. Our Catering Department will be pleased to tailor a menu to suit your specific requirements.

A bartender will be provided free of charge if beverage consumption exceeds \$400.00, otherwise a \$25.00 per hour charge will apply (based on a four-hour minimum).

The hotel reserves the right to move or alter meeting space allocations in response to changes in the number of attendees, room layout concerns, technical issues, or for reasons of health and safety.

Applicable taxes and a 17% service charge will be added.

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STATUTORY HOLIDAYS

British Columbia, Canada recognizes the below days as Statutory Holidays. Any events held on these Holidays will be subject to a \$125+tax per event supplemental charge.

New Year's Day	Labour Day
Family Day	Thanksgiving
Good Friday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
BC Day	

GUARANTEED NUMBERS

The catering department requires a guaranteed number of guests two (2) weeks prior to the event. In the event of reduced numbers, no more than a 15% variance will be accepted, and this can be submitted up to three (3) business days prior without any penalty. At this time the remainder of the balance will be authorized on the card with an additional percentage to take into account any last minute additions. If numbers should change after this (3 day) period or at the time of the event, the final invoice will reflect the guaranteed number previously submitted or adjusted to the actual number of meals served, whichever is greater.

SOCAN

All Convenors bringing bands or music into the hotel will be charged a fee of \$73.49 plus applicable taxes in accordance with Federal legislations.



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DAMAGE

The Hotel does not permit nails, tacks, staples, duct tape etc. to be used on the function room walls or ceilings. Masking tape is allowed with permission. Decorations are not to be attached to any fixtures without hotel management consent.

Convenors accept full responsibility for all persons attending and agree to be held liable for their actions. Any damage to the property, including carpet stains, may be subject to a deep cleaning or maintenance charge.

PRICING

Current pricing is guaranteed for all functions held within 90 days of booking with a signed contract. Our Catering Department will be pleased to provide written quotations for future dates.

DEPOSIT, PAYMENTS AND CANCELLATION

A deposit of 50% of the event total will be taken at the time of receipt of the signed contract and credit card form. This deposit may be reversed if alternate payment such as wire transfer, cash or cheque is on premise and the transaction is complete. Please note that payments need to be sent out 30 days prior to the event to take into consideration shipping and processing times. Any cancellation of events within 45 days will be subject to a 50% cancellation fee of the current event details; cancellations within 30 days will be subject to 100% of the expected food, beverage and meeting room rental revenue.

SPECIAL AND CUSTOMIZED REQUESTS

We will be more than happy to look into ordering any specialty items you may wish to have to enhance your event! These items ordered will be charged according to the guaranteed contract two (2) weeks prior or actual number served at the event, whichever is greater.

We take great care in what we order, as well as how we prepare those ingredients, but it is still a commercial kitchen and there are potential allergens such as nuts, oils, dairy, flours, etc. present. If someone does have a severe allergy then kindly please inform us ahead of time so our teams can provide the extra attention necessary.

MEETING PROMISE

If any individual requirement covered and agreed upon in the meeting contract is not fulfilled, the Hotel will either correct it to your satisfaction or not charge for that item.

“Our guarantee is that your meeting will be just the way you want it.”

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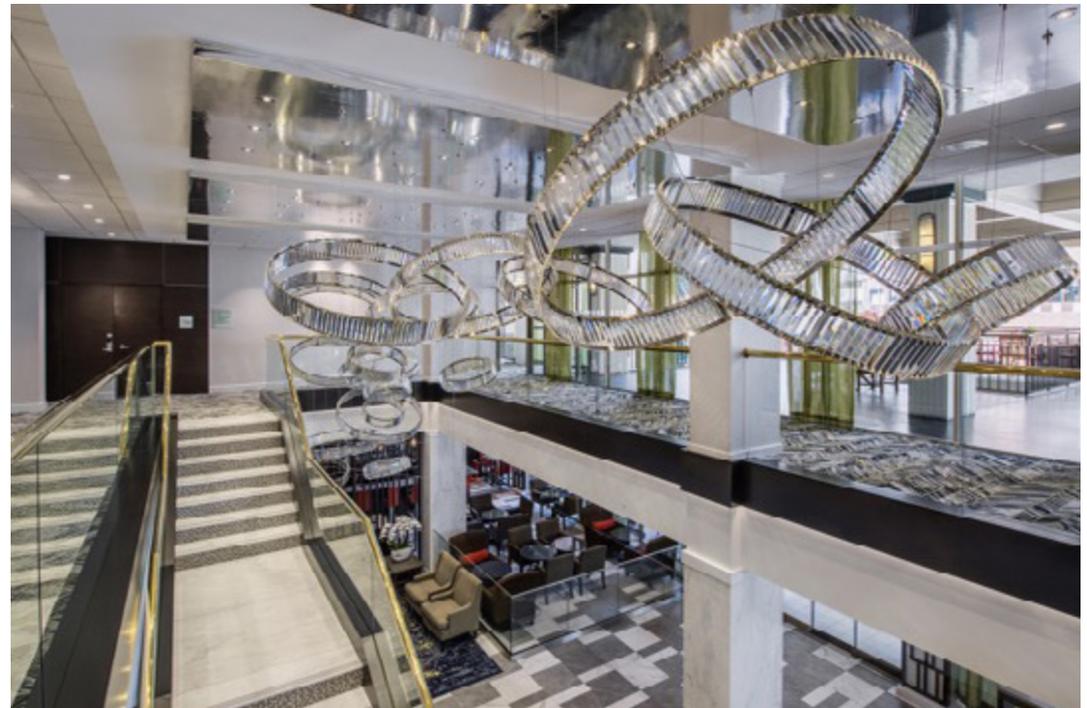
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