



Corporate Meeting Package

Planning a Meeting, Business Trip or Conference?
Give us a call and experience why *"It's a Matter of View!"*

Conveniently located between Niagara Falls and Toronto, the Waterfront Hotel – Downtown Burlington is easily accessible from Highways 403, 407 and the Queen Elizabeth Way (QEW); make us the perfect choice for your Meetings and or Conferences.

Discover flexible Meeting Facilities that are perfectly set to your satisfaction. From Boardrooms that accommodate 3-5 people to our 3000 square foot Ballroom, we are able to accommodate a group of any size!

On behalf of the Staff and Management at the Waterfront Hotel – Downtown Burlington, we welcome your arrival, and strive to continue to be your preferred destination while visiting the City of Burlington!



General Information:

- ***Parking***
Paid Parking is available on a First-Come-First-Serve basis, and is metered at \$2.00 per hour in the parking lot adjacent to the hotel. As a courtesy to your guests, Full Day Parking Passes may be pre-purchased from your Meeting Planner
- ***Quotes***
It is understood that Quotes are only valid for 10 business days. Availability of the Meeting Room is only guaranteed upon receipt of a signed Agreement.
- ***Payments***
All Charges incurred during your stay are to be paid to the Waterfront Hotel upon Departure, unless credit arrangements have been pre-approved by our credit department. Personal cheques are not accepted.
- ***Cancellations***
Written notification of cancellation is required 7 business days prior to the function date or a Cancellation Fee equivalent to 100% of the contracted Meeting Space and 50% of the contracted Food and or Beverage Services.
- ***Food and Beverage***
Outside Food and Beverage is not permitted. If you require Food and or Beverages please contact your Meeting Planner.
- ***Audio Visual Equipment***
Audio Visual Equipment pricing is guaranteed by quote through Stagevision Rentals. Please notify your Meeting Planner if you require Audio Visual equipment by no later than 3 days prior to your arrival date.
- ***Final Guarantee***
Final guarantee of attendance for all meals is required 1 week prior to arrival. Food and beverage charges are based on the guaranteed number or the number of guests in attendance, whichever is greater.



Meeting Room Rates

	Daily Rate	Maximum Capacity				
		Boardroom	Rounds	Classroom	U-Shape	Theater
Nelson West	\$225.00	30	60	40	30	80
Nelson Center	\$225.00	30	60	40	30	80
Nelson East	\$225.00	30	60	40	30	80
Nelson Ballroom	\$675.00	-	200	150	-	220
Tansley Room	\$150.00	6	-	-	-	-
Brant North	\$175.00	10	16	12	-	20
Brant South	\$175.00	10	-	-	-	-
Halton Room	\$175.00	10	16	12	-	20
Spencer Room	\$175.00	8	-	-	-	-

Meeting Room Rental includes:

Set-up, Pens, Paper and Ice Water



All Day Boardroom Package *for Small Groups of 2-12 people*

Your Package Includes:

- Boardroom Rental
- Pens and Paper
- Ice Water

Food and Beverage Services:

- Fresh Brewed Coffee and Tea served upon your arrival
- Working Lunch (served in your Boardroom) featuring:
 - (1) Large Platter of Assorted Sandwiches,
 - (1) Large Platter of Penne Primavera with Blush Sauce
 - (1) Large House Salad
 - Chilled Soft Drinks
- Afternoon Break Service of Fresh Baked Cookies and a Refresh of Coffee and Tea

All of the above for only **\$375.00** plus Taxes and Gratuity!



A la Carte Platter Services

	<i>Small Platter (2-6 ppl)</i>	<i>Large Platter (8-12 ppl)</i>
<i>Breakfast</i>		
Assorted Muffins	\$15.50	\$28.00
Danish	\$15.50	\$28.00
Bagels (Plain/Whole Wheat) & Cream Cheese	\$21.00	\$37.35
Assorted Yogurts	\$17.25	\$31.00
Sliced Seasonal Fruit	\$42.50	\$76.50
 <i>Appetizers</i>		
Vegetable Tray/Crudites	\$24.00	\$43.20
Cheese & Cracker Platter	\$24.00	\$43.20
Dry Rib Platter (1/2 lb per person)	\$24.00	\$43.20
Caesar Salad	\$17.50	\$31.50
House Salad	\$17.50	\$31.50
Chardonnay Vineyard Salad	\$20.00	\$36.00
 <i>Lunch/Dinner</i>		
Assorted Cold Sandwiches (3 pieces per person) <i>(Egg Salad, Roast Beef, Ham & Chicken Salad)</i>	\$40.00	\$72.00
Deli Sandwich Platter (3 pieces per person) <i>(Assorted Premium Deli Meats)</i>	\$55.00	\$99.00
Pork Schnitzel (4oz per person)	\$27.50	\$49.50
Side Ribs (1/3 rack per person)	\$36.30	\$65.34
Rib-Eh-Lets (1/2 lb per person)	\$26.40	\$47.52
Penne Primavera in Blush Sauce	\$22.00	\$39.60
Asian Sesame Stir Fry **	\$22.00	\$39.60
**Add Chicken, Shrimp or Beef	\$20.00	\$36.00

A la Carte Platter Services cont...

	<i>Small Platter (2-6 ppl)</i>	<i>Large Platter (8-12 ppl)</i>
<i>Sides</i>		
Seasonal Vegetables	\$20.00	\$36.00
Jasmine Rice	\$20.00	\$36.00
Garlic Mashed Potatoes	\$20.00	\$36.00
Roasted Garlic Potatoes	\$20.00	\$36.00
Garlic Bread (2 Medallions per person)	\$13.75	\$24.75
Coleslaw	\$10.00	\$18.00
<i>Desserts</i>		
Assorted Dessert Squares	\$19.00	\$34.16
Fresh Baked Cookies	\$15.50	\$28.00
Assorted Chocolate Bars, Chips and Peanuts	\$36.00	\$64.50
<i>Beverages</i>		
Large Coffee (40 cups)		\$25.00
Small Coffee (10 cups)	\$15.00	
Hot Water and Assorted Tea	\$15.00	
Chilled Soft Drinks	\$12.00	\$21.60
Chilled Fruit Juice (Apple & Orange)	\$24.00	\$43.20

Prices Subject to change without notice
All Platters subject to 13% HST and \$15% Gratuity



Breakfast and Breaks Made Easy...

Continental Breakfast

\$8.95 per person

- Jugs of Fruit Juices
- Fresh Baked Muffins and Danish
- Assorted Jams and Butter
- Freshly Brewed Columbian Coffee
- Assortment of Teas

Health Smart Breakfast

\$10.95 per person

- Jugs of Fruit Juices
- Selection of Yogurts
- Assorted Whole Wheat Bagels
- Freshly Baked Muffins
- Served with Assorted Jams & Butter
- Fresh Brewed Coffee and Tea

Hotel Buffet Breakfast

\$12.95 per person

(served weekdays from 6:30-9:30 in the Beaver & Bulldog Restaurant)

- Fresh Brewed Colombian and Decaf Coffee
- Hot Water and Assorted Herbal Teas
- Apple and Orange Juice
- Assorted Cold Cereals (Cheerios, Rice Krispies, Harvest Crunch)
- Omelets or Waffles (alternate days)
- Sausages
- Whole Wheat and Plain Bread for Toast
- Fruit Yogurts
- Assorted Bagels and Cream Cheese
- Jams and Butter

Morning Break Service

\$5.50 per person

- Colombian Coffee
- Assortment of Herbal Teas
- Jugs of Fruit Juice (Apple/Orange)
- Chilled Bottled Water
- Fresh Baked Breakfast Bread

Afternoon Break Service

\$6.50 per person

- Colombian Coffee
- Assortment of Herbal Teas
- Chilled Soft Drinks and Bottled Water
- Fresh Baked Cookies



Lunches

Pre-Order Lunch Menu (groups of 1-20 people) \$15.95 per person

- Choice of Hot Entrée (Pasta, Stir-Fry, Rib-eh-lets, Soup & Salad)
- Choice of Beverage (Coffee, Tea, Soft Drink)
- Choice of Petite Sweet Dessert (Apple Brown Betty, Shortcake, Fudge Cake)
- Served in your Meeting Room or by reservation in Beaver & Bulldog Restaurant

Oriental Buffet * \$16.95 per person

- Spinach Salad with Oriental Dressing
- Beef Stir fry with Wild Rice & Steamed Vegetables
- Homemade Egg Rolls with a Sweet & Sour Sauce
- Chilled Soft Drinks and Bottled Water
- Assorted Tarts & Squares

Working Lunch Buffet (groups of 10 or more) \$17.95 per person

- Assorted Deli Sandwiches on Artizan Breads and Wraps
- Penne Pasta Primavera with Blush Sauce
- Caesar and House Salad
- Chilled Soft Drinks and Bottled Water
- Assorted Tarts & Squares

Mediterranean Buffet * \$17.95 per person

- Authentic Greek Salad
- Home Made Chicken Souvlaki
- Traditional Gyro Meat
- Warmed Pitas
- Tzatziki Sauce & Garnishes
- Chilled Soft Drinks and Bottled Water
- Assorted Tarts & Squares

Health Smart Buffet * \$18.95 per person

- Multigrain Rolls & Butter
- Whole Grain Rice Pilaf with Fresh Vegetables
- Grilled Teriyaki Salmon or Boneless Breast of Chicken
- House Salad Tossed in Home made Oil & Vinegar Dressing
- Chilled Soft Drinks and Bottled Water
- Fresh Fruit Salad

** for Large Groups of 20 or more*



All Inclusive Meeting Packages

For Groups of 20 -100 people

Bronze Package

\$42.00 per person

- Continental Breakfast
- Morning Beverage Service
- **Working Lunch**
- Afternoon Beverage Service
- Fresh Baked Cookies

Silver Package

\$46.00 per person

- Continental Breakfast
- Morning Beverage Service
- Choice of Lunch:
 - **Oriental or Mediterranean Buffet**
- Afternoon Beverage Service
- Fresh Baked Cookies

Gold Package

\$50.00 per person

- Health Smart Breakfast
- Morning Beverage Service
- Choice of Lunch
 - **Health Smart or Mediterranean Buffet**
- Afternoon Beverage Service
- Fresh Baked Cookies

Packages Include:
Room Rental
1 Flip Chart with Markers
Pens & Paper
Access to High-Speed Wireless Internet
Ice Water