

# THE UNIVERSITY CLUB

## Winspear Room Weddings 2020

**Room Rental \$600.00 + GST**

**Ceremony Fee \$1000.00 + GST (optional)**

**Maximum 150 Guests (Buffet Dinner) Maximum 170 Guests (Served Dinner)**

**Minimum Spend of \$8000.00 Before Service Fee & GST**

- Rectangle Tables, Linens & Dishware are included with Private Functions
- Head table, guest book table & gift table will be draped to floor length
- Podium, microphone, screen and cart
- Projector rental fee: \$50.00 (Projector does not have sound, event is to provide speakers)
- Stand Alone Speaker Rental \$50.00
- Piano rental fee: \$100.00
- Our candles on all the tables (if required)
- Flowers, table decor and music/sound system are the responsibility of the organizer
- Use of Wedding cake knife if required.
- Wedding cake cutting Fee \$75.00 if required
- Bartender Fee of \$150.00 will apply if bar sales do not exceed \$300.00
- Wine Service Fee \$150.00 for over 75 guests. No Fee for wine on tables.

### Parking

- V lot is reserved for University Club members and their guests

- Windsor Car Park (*116 street and Saskatchewan Drive*)

Monday to Friday: \$4.50 per hour 6:00am to 6:00pm (\$15.00max), \$5.50 flat rate after 6:00pm.

Saturday: \$5.50 flat rate all day

### House Policies

- 18% service charge applies to all functions

- All prices are subject to change without notice

- Access to the rooms is only available after 9:30am on the day of the function

- You are responsible to supply music, sound & speakers

- Confetti, rice, or other such items are not permitted

- Tall open flame candles are not permitted. All candles must be enclosed.

- The University Club is not responsible for lost, stolen or damaged personal belongings

- SOCAN & Sound Fees applicable if music or DJ plays during your function

- Bar closes at 12:30am. Event finished & clean by 1:00am

- We suggest that you inquire with an insurance agent regarding 24 hour personal liability insurance for the function.

- We require special details minimum 3 weeks prior to your event

- Final number of guests, meals and floorplans are required 3 business days before the event.

**AGLC prohibits members & guests from bringing alcoholic beverages onto the University Club premises.  
A minimum \$700.00 penalty charge will be applied if any liquor bottles are found as a result of your party**