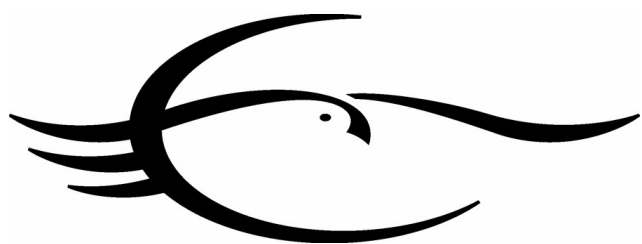




Bill Mattick's Restaurant



Banquet Package
2019



Welcome to Cordova Bay Golf Course

Cordova Bay is the premier location for parties and special events. Experience our renowned hospitality, superb cuisine and exceptional customer service.

The clubhouse is tastefully decorated and serves as multiple function rooms with access to outdoor seating, views of the golf course and manicured gardens, and overlooks Mt. Baker and the Haro Strait.

Choose from a variety of preset menus or work with our Event Coordinator to customize a menu to suit your tastes.

Open to the public year round, the Cordova Bay Golf Course is the perfect venue to host family gatherings, birthdays, special events, and so much more. Our Event Coordinator is always available for consultation to discuss your event details and ensure your day is a memorable one!





Dinner Buffet

all food and beverage is subject to gratuities and taxes

Minimum 40 guests

\$38 per guest

All dinner buffets are served with the following:

Fresh Mixed Greens

Caesar Salad

Selection of Composed Salads

Oven Roasted potatoes

Rice Pilaf

Steamed Mussels with Wine and Fresh Herbs

Assortment of Fresh Steamed Vegetables

Chef's selection of Sauces and Condiments

Variety of Fresh baked breads and rolls

Dessert Buffet

Organic Fair Trade Coffee

Orange Pekoe & Two Leaves and Bud Organic Teas

Entrée Selections - *Please choose two selections*

Additional entrée selection \$5 per guest

Chef Carved Roast Beef

Grilled Red Snapper & Shrimp in Herb & Lemon Butter

Roasted Chicken Diabla

Chicken Parmesan Picatta

Baked Salmon with Mushroom & Fennel Duxell in Puff Pastry

Roasted Chicken & Wild Mushroom Ragout

Red Lentil & Ricotta Lasagna*

Mexican Style Sweet Potato & Black Bean Casserole *

'Over and Above' Upgrade Selections

\$6 per guest

Prime Rib of Beef

Seafood Mirror

Australian Lamb Roast

New York Strip Loin Roast

**vegetarian*



Three Course Dinner

all food and beverage is subject to gratuities and taxes

Maximum 40 guests

\$36 per guest

House salad with citrus vinaigrette

New York Steak

Peppercorn Sauce
Assorted Vegetables
Roasted Potatoes

Broiled Chicken Breast

Wild Mushroom Sauce
Assorted Vegetables
Rice Pilaf

Baked Red Snapper Filet

Fresh Herb Butter Sauce
Assorted Vegetables
Rice Pilaf

Dessert Buffet

Organic Fair Trade Coffee
Orange Pekoe & Two Leaves and Bud Organic Teas

Main Course Only

\$30 per guest

Substitute Caesar Salad for House Salad

\$3 per guest

*Three Course menu - please provide our CBGC Events Coordinator
with each guest's entrée choice 2 weeks in advance*



Cocktail Reception

all food and beverage is subject to gratuities and taxes

Minimum 40 guests
\$ 26.5 per guest

Assorted Finger Sandwiches
Selection of Hot Hors D'oeuvres
Fresh vegetable Tray with Herb Dip
Domestic & Imported Cheeses
Fresh Fruit Tray
Country Style Pate
Sliced Baguette & Biscuits

Organic Fair Trade Coffee
Orange Pekoe & Two Leaves and Bud Organic Teas

A la Carte items

Chef Carved Roast Beef on a Bun	\$6 per guest
Selection of Hot Hors D'oeuvres (Chef's Choice) ~butler service	\$35 per dozen
Proscuitto wrapped Melon* ~butler service	\$33 per dozen*
Assorted Deli Meats and rolls	\$8.5 per guest
Domestic & Imported Cheese Board with Fresh Fruit	\$8 per guest
Assorted Finger Sandwiches (1/4's)	\$18 per dozen
Sautéed Prawns with garlic butter and Pernod ~butler service	\$38 per dozen
Dessert Buffet (Includes Coffee & Tea)	\$10 per guest

**seasonal*



Lunch Buffets

all food and beverage is subject to gratuities and taxes

Minimum 40 guests

Soup & Sandwich Buffet

\$17.5 per guest

Soup of the Day

Selection of Cold Meats

Variety of fresh Breads and Rolls

Chef's Selection of condiments

Selection of Sweet Squares

Organic Fair Trade Coffee

Orange Pekoe & Two Leaves and Bud Organic Teas

Deluxe Lunch Buffet

\$26.5 per guest

Soup of the Day

Mixed Greens

Chef's Selection of Condiments

Selection of Fresh Bread and Rolls

Selection of Cold Meats

Roasted Chicken & Wild Mushroom Ragout

OR

Red Lentil and Ricotta Lasagna

Assorted Desserts

Organic Fair Trade Coffee

Orange Pekoe & Two Leaves and Bud Organic Teas

Supreme Lunch Buffet

\$33 per guest

Mixed Greens & Caesar Salad

Selection of Sauces & Condiments

Variety of Breads & Rolls

Carved Roast Beef

Spinach & Mushroom Crepes

Roasted Potatoes

Assorted Vegetables

Dessert Buffet

Organic Fair Trade Coffee

Orange Pekoe & Two Leaves and Bud Organic Teas



Breakfast Buffets

all food and beverage is subject to gratuities and taxes

Minimum 30 guests

Continental Breakfast **\$9 per guest**

Selection of Fresh Danish, Croissants & Muffins
Selection of Fresh Juices
Selection of Preserves & Butter
Organic Fair Trade Coffee
Orange Pekoe & Two Leaves and Bud Organic Teas

Continental Deluxe **\$13 per guest**

Selection of Fresh Danish, Croissants & Muffins
Selection of Fresh Fruit
Hot Cereal & Yogurt
Selection of Preserves & Butter
Selection of Fresh Juices
Organic Fair Trade Coffee

Orange Pekoe & Two Leaves and Bud Organic Teas

Breakfast Supreme **\$17.5 per guest**

Selection of Fresh Danish, Croissants & Muffins
Selection of Fresh Fruit
Hot Cereal & Yogurt
Selection of Preserves & Butter
Scrambled Eggs and Bacon
Home fries and Toast
Selection of Fresh Juices
Organic Fair Trade Coffee
Orange Pekoe & Two Leaves and Bud Organic Teas



Neat extras

all food and beverage is subject to gratuities and taxes

Non-Alcoholic Punch

Pineapple juice
Cranberry juice
Orange juice
7-Up

\$45 per punch bowl
(serves approximately 30-40 guests)

Alcoholic Punch (Gin, Rum or Vodka)

Pineapple juice
Cranberry juice
Orange juice
7-Up

\$90.00 per punch bowl
(serves approximately 30-40 guests)



All food and beverage is subject to applicable taxes and 15% gratuity



Information

MENU SELECTIONS

Menu selections for your group must be given to our CBGC Events Coordinator **one month** in advance of your event.

GUARANTEED NUMBERS

Guaranteed numbers are required **14 days** prior to your event. You are able to increase your numbers by 10% up to 7 days in advance. Numbers given 14 days prior to your event are the minimum number of guests which will be charged to your event.

GRATUITY

For groups over 14 guests, a 15% gratuity will automatically be applied to your bill. All auto gratuities are subject to GST.

SEATING

Peak Season - restaurant limited to 60 guests for a non-golf related event. Some exceptions may apply. Check with our Events Coordinator for more details.

Off-Season OR Golf Tournament - Maximum restaurant seating is 100 guests. Numbers over 100 require a tent set up on the patio. Some exceptions may apply.

TYPES OF FUNCTIONS

Plated service is available for up to 40 guests.

Buffet service is available for a minimum of 40 guests.

Cocktail receptions are available to book. Contact our Events Coordinator for more information. events@cordovabaygolf.com

CORKAGE FEES

All food & beverage items brought in must be approved by the CBGC Events Coordinator & Food and Beverage Manager and will be subject to a corkage fee.

SET UP FEES

Depending on your event set up, a room set up fee of \$6 per person may apply. Our Events Coordinator will confirm this at the time of booking.

DECORATING

You are more than welcome to decorate the venue; however, we do not allow confetti. Any confetti brought into Bill Mattick's will be subject to a cleaning fee of \$500. If you would like to decorate ahead of time, please speak with our Events Coordinator about organizing a time.

CANCELLATION POLICY

Should you cancel your function, your deposit will be non-refundable.

DEPOSIT

Following the event, the final invoice will be emailed to you. At that time, your deposit can either be refunded or deducted from the final amount due.

DIRECTIONS

From the Airport and Swartz Bay Ferry Terminal
Begin by following the signs leading you to Highway 17 to Downtown Victoria. Turn left on Sayward Road and follow the signs to **Cordova Bay Golf Course**.

From Downtown Victoria

Travel north on Blanshard Street in the downtown area. Continue north and turn right on Sayward Road. Follow the signs to **Cordova Bay Golf Course**.

Banquet Contract

Cordova Bay Golf Course - Bill Mattick's Restaurant Contract

5333 Cordova Bay Rd. Victoria BC V8Y 2L3 T (250) 658-4444 F (250) 658-4951

Contract Date: _____ Function Date: _____

Contact: _____ Company or Event Name: _____

Billing Address: _____

T: _____ F: _____ Email: _____

Estimated Number of Guests: _____

DEPOSIT AND PAYMENT

A deposit of half or 50% of your food bill is required to secure your function date and is Non-Refundable. Your final invoice will be emailed to you following the event. At that time, your deposit can either be returned to you or deducted from the final amount due. **We accept the following method of payment: VISA, Mastercard, AMEX, cash or Cheques. AMEX payments are subject to a 1% surcharge.**

CONFIRMATION

Initial _____ The group menu choice is due one month prior to your event. Guaranteed numbers are due 2 weeks in advance along with individual entrée choices, where applicable. The guaranteed number may be increased by 10% up to 7 days in advance of the event. Buffet Menus require a minimum of 40 guests.

CANCELLATION

All cancellations must be received in writing or by email. NOTE: Deposits are non-refundable in case of a cancellation.

PEAK SEASON

Initial _____ Between the dates of April 1st and October 15 there is a maximum of 60 guests without golf; banquet only. Should your numbers go up in size beyond the maximum 60, a tent rental is required for the garden patio.

EXCLUSIVE USE OF CLUBHOUSE

Initial _____ For exclusive use of the Clubhouse facility, Friday and Saturday functions require a minimum of \$3,000 in food and beverage before taxes, gratuity and setup fees.

NOTE: Numbers over 100 require a tent.

PRICING

Initial _____ All applicable taxes and 15% gratuities will be added to Food and Beverage prices. There will be a set-up charge of \$6 per person for each function. Prices are current and subject to change.

NOTE: There will be a set-up charge of \$10 per person for wedding bookings.

ALCOHOL POLICY

Initial _____ All alcohol must be purchased from Bill Mattick's restaurant. Any alcohol given out as prizes or gifts cannot be opened in the restaurant. Guests will receive a voucher and may claim their prize/gift from the bar at the conclusion of the function.

Unauthorized outside alcohol consumed in the restaurant will be confiscated.

FOOD POLICY

Initial _____ All Food not consumed in Bill Mattick's restaurant must remain. No food is permitted to leave the premises due to health regulations.

OTHER IMPORTANT INFORMATION

Initial _____ Confetti is not allowed in Bill Mattick's restaurant. Should confetti be found around the venue a clean up fee of \$500 will be charged to the final bill. Bill Mattick's restaurant is not responsible for any errors in décor should they be asked to decorate for your party. A decorating fee will be charged to the final bill.

Client Signature _____ Name: _____ Date: _____

CBGC Events Coordinator _____ Date: _____

The undersigned is responsible for Full Payment:

Authorized Signature: _____ Date: _____ Expiry Date: _____

Cardholder Name: _____ Credit Card #: _____

Billing Address: _____ CVV - 3 digits: _____

The cardholder is responsible for all outstanding charges. These will be deducted from the deposit or if needed, the above credit card. AMEX payments are subject to a 1% surcharge.



SOCAN

SOCAN PERFORMANCE & RE:SOUND FEE

TARIFF NO. 8 & 5B

As a facility Bill Mattick's Restaurant at Cordova Bay Golf Course is required to pay copyright Tariffs when playing music for our customer's enjoyment. These Tariffs are collected by two companies SOCAN & RE:SOUND.

1. SOCAN-Society of Composers, Authors & Music Publishers of Canada
2. RE:SOUND-represents Artists (musicians) and Recording Companies

These not for profit companies represent and safeguard the rights of their member groups and ensure that they are fairly compensated for the broadcast and public performance of their music in Canada. The Copyright Board of Canada certifies the tariffs to be paid by users of sound recordings or live performances of music in Canada.

The combined tariff amounts are as follows

Fee Per Event (plus applicable taxes)

***With Dancing* \$59.64**

***Without Dancing* \$29.81**

Cordova Bay Golf Course is thereby obligated to charge this tariff to your event.

For more information on SOCAN or RE:SOUND you may visit their websites listed below

www.socan.ca

www.resound.ca

Worksheet

Date of event _____ Estimated Number of Guests _____

Venue _____ Contract Signed and Sent to Event Coordinator y n

Guests arrival time _____ Cocktail Hour _____ Dinner Time _____

GUESTS TO INVITE

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

DIETARY RESTRICTIONS

_____	_____	_____	_____
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BUDGET

Food _____ p/p Appetizers _____ Room Rental Fee _____ Dance Floor _____

Wine _____ per btl/L Bar _____ SOCAN fee _____ Tent _____

(safely assume a bottle of wine serves 4-5 glasses of wine)

Host Bar Cash Bar Drink tickets...if so how many _____ value each _____

exclusions _____

APPETIZER CHOICES \$ _____ p/p

_____	_____	_____	_____
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MENU OPTIONS \$ _____ p/p

_____	_____	_____	_____
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WINE CHOICES \$ _____ p/btl

_____	_____	_____	_____
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TABLE CENTERPIECES _____ CANDLES _____ TABLE CLOTHS _____

FLOWERS _____ FLORIST _____ TABLE SIZE _____

Who is in charge of decorating: _____

What time to arrive to set up: _____

DJ _____

Dance floor _____

Special details _____