

# Weddings

TRU CONFERENCE CENTRE



2017



**THOMPSON  
RIVERS  
UNIVERSITY**

# Getting Married?

Weddings at the TRU Conference Centre are as easy as saying I do!

Weddings are our specialty and we want you to have the perfect wedding, stress free and on budget. Imagine a beautiful ceremony in our lush Horticulture Gardens, followed by a delicious catered dinner and finished with a moonlit first dance under the stars on our fabulous Mountain Room patio. Our wedding coordinators will provide you with a complete experience that exceeds your expectations.

We know that sharing your special day with family and friends is what makes a wedding memorable. Our on-site accommodation provides a comfortable and convenient place for your guests to stay. All of our amenities are in one place, so your precious time is not spent travelling to and from different locations.

Our complete wedding packages have been created for your ease and convenience. We have three packages that can be customized to meet your wish list and budget: The Silver Package, The Gold Package and The Platinum Package.

- ◆ All of our wedding packages are designed for 75 guests or more. If you expect your guest count to come in lower than this, we would be happy to create a custom quote for you.
- ◆ Add a ceremony in the Horticulture Gardens onto any package for only \$400 plus applicable tax and gratuity.
- ◆ Custom packages are available through your wedding coordinator.

## The TRU Conference Centre Team



P: 250-371-5660

F: 250-828-5392

E: [bhwalstad@tru.ca](mailto:bhwalstad@tru.ca)

[tru.ca/weddings](http://tru.ca/weddings)

# Complete Wedding Packages

## Silver Package

- ◆ Silver buffet dinner
- ◆ Two bottles of wine per table or one drink ticket per person
- ◆ One bottle of sparkling wine for the head table with flutes for toasting
- ◆ Late-night snack
- ◆ Executive loft suite accommodations for the newlyweds\*

Cost per guest - \$53

## Gold Package

- ◆ Gold buffet dinner
- ◆ Two bottles of wine per table or one drink ticket per person
- ◆ One bottle of sparkling wine for the head table with flutes for toasting
- ◆ Stationary hors d'oeuvres (two pieces per person)
- ◆ Late-night snack
- ◆ Executive loft suite accommodations for the newlyweds with chocolates in the room upon arrival\*

Cost per guest - \$63

## Platinum Package

- ◆ Plated bridal dinner
- ◆ Personalized menus for each place setting
- ◆ Two bottles of wine per table
- ◆ One drink ticket per person
- ◆ Stationary hors d'oeuvres (four pieces per person)
- ◆ Sparkling wine station upon guest arrival
- ◆ One bottle of sparkling wine for the head table with flutes for toasting
- ◆ Late-night snack
- ◆ Executive loft suite accommodations for the newlyweds with chocolates in the room upon arrival\*
- ◆ Early check-in, or late checkout\*
- ◆ A light continental breakfast, in room, for the newlyweds

Cost per guest - \$90

## All Packages Include

- ◆ Room rental
- ◆ Room set-up and take-down (not including décor)
- ◆ Skirted head table
- ◆ Stage for head table
- ◆ Head table backdrop (black)
- ◆ Guest tables (8–10 people per table)
- ◆ Standard white or black table linens and napkins
- ◆ Full dinner place settings, including glassware
- ◆ Tables stands with standard numbers
- ◆ Skirted cake table with cutting utensils
- ◆ Gift table / guest book signing table
- ◆ One metal easel for seating chart
- ◆ Buffet station
- ◆ Coffee / tea station
- ◆ Dance floor (not available in Terrace Room)
- ◆ Private patio (Mountain Room)
- ◆ DJ table with linen
- ◆ Bar with bartender
- ◆ Audio visual equipment
  - ◆ House sound system
  - ◆ Two 10-foot projector screens
  - ◆ Two LCD projectors
  - ◆ Two wireless microphones
  - ◆ Adjustable lighting
  - ◆ iPod/MP3 connectivity
  - ◆ VGA computer connection
- ◆ Complementary Wi-Fi access
- ◆ SOCAN and ReSound fees
- ◆ Access to reception space all day on day of wedding
- ◆ Professional banquet staff and serving team
- ◆ Professional wedding coordinator
- ◆ Executive loft suite accommodations for the newlyweds\*
- ◆ Preferred room rate for family and wedding guests\*
- ◆ Minimum of one site walk-through with wedding coordinator

*\*Accommodations and check-in times are subject to availability.*

*All wedding package prices are subject to applicable taxes and 15% gratuity.*

## Optional Add-Ons

- ◆ Ceremony rehearsal and/or dinner
- ◆ “Picnic basket” snacks for the wedding party before the ceremony or during photos
- ◆ Late-night snack for the newlyweds in their loft suite
- ◆ Breakfast/brunch the next day
- ◆ Directional invitation inserts
- ◆ Custom menu cards

Ask your wedding coordinator for details & pricing for the optional add-ons.

# Silver Buffet Dinner

Freshly baked assorted rolls & whipped butter

## Salad (All Included)

Classic caesar salad

Organic greens with fresh seasonal vegetables & assorted dressings

*vegan & gluten free*

Balsamic marinated vegetable salad

*vegan & gluten free*

## Starch (Choice of One)

Roasted herb potatoes *vegan & gluten free*

Garlic & chive whipped potatoes *vegetarian & gluten free*

Lemon & oregano steamed rice *vegan & gluten free*

## Pasta (Included)

Bowtie vegetable primavera marinara *vegetarian*

## Entrée (Choice of One)

Roasted dijon ham with a sweet apple jus & mustard

*gluten & dairy free*

Grilled chicken breast with a hearty tarragon tomato sauce

*gluten & dairy free*

Slow roasted carved baron of beef with rosemary red wine demi-glace

*gluten & dairy free*

Chef's steamed vegetable medley

Chef's dessert station

Seattle's Best Coffee & Tazo® Tea station

# Gold Buffet Dinner

Freshly baked assorted rolls & whipped butter

## Salad (Choice of Three)

Classic caesar salad

Organic green salad with fresh seasonal vegetables & assorted dressings

*vegan & gluten free*

Balsamic marinated vegetable salad *vegan & gluten free*

Avocado & feta slaw with bell peppers, celery & carrots *vegetarian*

Herbed tomato, cucumber & bocconcini salad *vegetarian & gluten free*

Garlic dijon mushroom & roasted potato salad *vegetarian*

## Starch (Choice of One)

Roasted herb potatoes *vegan & gluten free*

Garlic & chive whipped potatoes *vegetarian & gluten free*

Lemon & oregano steamed rice *vegan & gluten free*

Seven grain wild rice pilaf *vegan*

## Pasta (Choice of One)

Creamy penne tetrazzini with asparagus spears, spinach & mushrooms

*vegetarian*

Bowtie vegetable primavera marinara *vegetarian*

Herbed bechamel lasagna *vegetarian*

Quattro fromaggio ravioli with a red pepper cream sauce *vegetarian*

## Entrée (Choice of Two)

Slow roasted carved baron of beef with rosemary red wine demi-glace

*gluten & dairy free*

Grilled chicken breast with your choice of mild chipotle cilantro jus, coconut

cream pesto sauce, or hearty tarragon tomato sauce *gluten free*

Lemon & herb baked wild BC salmon with your choice of creamy mushroom

dill sauce or fire grilled tomato & onion marinara *gluten free*

Roasted dijon ham with sweet apple jus & mustard *gluten & dairy free*

Chef's steamed vegetable medley

Chef's dessert station & Seattle's Best Coffee & Tazo® Tea station

## Liquor Service

Cash bar prices listed include applicable taxes. Wine pricing is subject to applicable taxes & a 15% gratuity. Not all wine selection are available for purchase on the bar.

### Cash Bar

Regular Highballs	\$5.75	Caesars & Paralyzers	\$6.25
Premium Highballs	\$6.25	Long Island Iced Tea	\$6.25
Red & White Wine	\$5.75	Ciders & Coolers	\$6.25
Premium Domestic Beer	\$5.75	Canned Beverages	\$2.75
Premium Beer	\$6.25	San Pellegrino	\$3.25
Import Beer	\$6.25		

### Table Wine Selections

#### Local Kamloops Selections (based on availability)

##### White

Monte Creek Hands Up White	\$31.50
Harper's Trail Riesling	\$37.50

##### Red

Monte Creek Hands Up Red	\$32.50
Harper's Trail Cabernet Franc	\$49.50

### BC Selections

##### White

Jackson Triggs Proprietor's Selection Sauvignon Blanc	\$19.50
Bodacious Smooth White	\$22.50

##### Red

Jackson Triggs Proprietor's Selection Merlot	\$19.50
Bodacious Smooth Red	\$22.50

### World Wide Selections

##### White

Lindemans Bin 50 Pinot Grigio - Australia	\$24.50
Cono Sur Organic Chardonnay - Chile	\$27.50

##### Red

Lindemans Bin 50 Shiraz - Australia	\$27.50
Cono Sur Bicicleta Cabernet Sauvignon - Chile	\$24.50

### Sparkling Wine

Two Oceans Sparkling Sauvignon Blanc	\$26.50
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Clients are able to choose their own wines that are not listed in our wine selections for consumption at their event, some restrictions may apply. Due to BC Liquor Licence Act, homemade wines or U-brew alcohol are NOT permitted to be served on the premises. All alcohol must be ordered through the TRU Conference Centre.

# Policies & Payment Methods

For our full policies & more information about Weddings at TRU, please visit our webpage at [tru.ca/weddings](http://tru.ca/weddings)

## Guaranteed Numbers

- ◆ A guaranteed number of guests is required five business days prior to the event.
- ◆ All service charges will be based on actual number of guests served if more than the guaranteed guests are served.
- ◆ Prices can change without notice, but will be guaranteed 60 days prior to the function.
- ◆ Substitutions may apply within the 60-day period, depending on market availability and unforeseen circumstances. For further explanation, please speak with your event coordinator.
- ◆ Minimum number of meals is required on all orders.

## Deposits

- ◆ For all groups a non-refundable deposit is required at the time of the booking.
- ◆ 75% of the remaining balance is required five business days prior to your wedding reception.
- ◆ Full payment is required five business days prior to your wedding ceremony.

## Cancellation Policy

- ◆ The deposit is non-refundable. All cancellations must be made in writing to the Conference Centre 30 days prior to the event or the following charges will apply:

### Catering:

- ◆ 25% of estimated total event cost at four to 30 days
- ◆ 90% of estimated total event cost at three business days or less

### Room rental:

- ◆ 100% of the room rental at 30 business days or less



## Liquor Service

- ◆ For all cash and host bars, a guaranteed minimum revenue of \$450 must be generated. If the minimum is not reached, a bartender fee of \$125 will be charged OR the difference between the minimum and actual sales; which ever is less. Wine served at dinner is not calculated in bar revenue. If total bar sales exceed \$450 there will be no bartender fee.
- ◆ Under the terms of the BC Liquor License Act, the management of TRU Catering is prohibited from allowing any individual or group to provide outside alcohol at catered events.

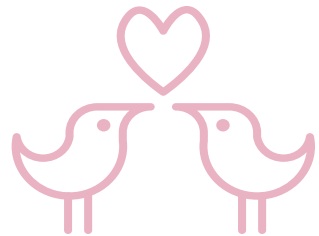
## Payment Methods

Payment methods accepted are: VISA, MasterCard, AMEX, cash, debit or cheque.

Cheques are to be made payable to:

TRU Conference Centre  
Attn: Shelley Woodrow, CAC 310  
900 McGill Road  
Kamloops, BC V2C 0C8

- ◆ Please ensure that if you are mailing a cheque that the TRU Conference Centre is noted so that it reaches our department without delay.
- ◆ A service charge of 2.25% per month is added to any unpaid balance.





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