



GET MARRIED

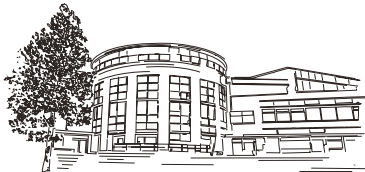
2019 TRU CONFERENCE CENTRE WEDDING GUIDE

Photo by Lisa Novak Photography



*"You are my inspiration
The fire in my soul
The calm reflection in my heart
Everything I have never done in life
I want to do with you"*

-Jennifer Pallett



**THOMPSON
RIVERS
UNIVERSITY**
Conferences, Weddings
and Events

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Horticulture Gardens

Looking for the perfect location for your wedding ceremony? The Horticulture Gardens at Thompson Rivers University delivers.

Surround yourself and your guests with exotic plants, grasses, shrubs, and an array of colourful flowers in this lush private setting.

You can add this ceremony option to any of our wedding packages for \$425 plus applicable taxes.

If you have booked your reception elsewhere and you would just like to have a ceremony in the gardens the price is \$850 plus applicable taxes.

The gardens are booked exclusively for you and feature multiple locations for your ceremony depending on the size of your wedding.

Included

- Setup and takedown of up to 130 chairs
- Power outlets for music or sound system
- Signing table
- High speed wireless internet access







Photo by Lisa Novak Photography



Mountain Room

A romantic view, a warm space and a unique setting to celebrate after you say "I do". The Mountain Room is a beautiful ballroom that will host up to 150 guests. With wooden beams and neutral tones, it is easy to transform this room to fit your personal style and vision.

As the sun sets, our state of the art window panels open to a private patio, perfect for dancing the night away under the stars.

Grand Hall

The Grand Hall is an elegant ballroom with soft lighting, a modern setting and plenty of space for your dream reception.

The elevated ceilings provide an airiness that compliments a space large enough for up to 350 guests. The modern brushed silver chandeliers will provide romantic lighting throughout the evening, while the neutral tones will compliment your decor.

Photo by Lisa Novak Photography



Wedding Packages

We are pleased to offer three tiers of wedding packages; the Lavender Package, the Magnolia Package, and the Rose Package. All of our packages are designed for 75 guests or more. If you expect your guest count to be lower, we would be happy to create a custom package for you.

All of our packages include the following:

- Room rental
- Room setup and take down (not including decor)
- Skirted head table
- Stage for head table
- Head table backdrop (black)
- Guest table (8-10 guests per table)
- Standard white or black linens and napkins
- Full dinner place settings; including glassware
- Table stands with standard numbers
- Skirted cake table with serving utensils
- One metal easel for seating chart
- Buffet and coffee/tea station
- Dance floor
- Private patio (Mountain Room)
- DJ table with linen
- Bar with bartender
- Complimentary wireless internet access
- Audio visual equipment
 - House sound system
 - Two 10ft projector screens
 - Two LCD projectors
 - Podium
 - Two wireless microphones
 - Adjustable lighting
 - iPod/MP3 connectivity
 - VGA computer connection
- SOCAN and ReSound fees
- All day access to reception space on your wedding day
- Professional banquet staff and serving team
- Professional wedding coordinator
- Preferred room rates for wedding guests*
- Minimum of one site walk-through with wedding coordinator
- Free parking (evenings & weekends)
- On-call security

Upgrade your package: (inquire for pricing details)

- Ceremony rehearsal and/or dinner
- "Picnic basket" snacks for wedding party before the ceremony or during photos
- Breakfast or brunch the day after the wedding
- Custom menu cards
- Alcoholic punch or sangria
- Cocktail reception

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

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



Lavender Package

With a smile, she captured his heart. With a laugh, he caught hers. Love should be simple, so let us keep your wedding planning that way with our Lavender Package.

With all of the details taken care of, you just have to show up and celebrate.

Cost per guest - \$58

Photo by Christie Mickelson



Photo by Rozalind Photography

The Lavender Package includes the following:

- Lavender buffet dinner
- Two bottles of wine per table
- One bottle of sparkling wine for the head table with flutes for toasting
- Late night snack
- Executive loft suite accommodation for the newlyweds

Lavender Buffet Menu

Salad (All Included)

- Organic green salad with seasonal vegetables & assorted dressings (V, GF)
- Cranberry coleslaw topped with spring onions & pecans (VG)
- Tomato, cucumber & bocconcini salad (VG, GF)

Starch (Choice of One)

- Roasted herb potatoes (V, GF)
- Garlic & tarragon whipped potatoes (VG, GF)
- Rice pilaf (V, GF)

Entree (Choice of One)

- Roasted dijon ham with a sweet apple jus & mustard (GF, DF)
- Chicken breast with your choice of roasted apple & peach au jus, spinach & tomato pesto cream sauce, or mediterranean marinara (GF)
- Lemon & herb baked wild BC salmon with your choice of cream mushroom dill sauce or sicilian roasted artichoke & black olive tomato jus (GF)
- Slow roasted carved baron of beef with rosemary red wine demi-glace (GF, DF)

Included

- Dinner rolls & whipped butter
- Steamed vegetable medley (V, GF)
- Butternut squash penne with baby kale & sun dried tomatoes (VG)
- Coffee & tea station

Dietary Guide:

(VG) Vegetarian (V) Vegan (GF) Gluten Free (DF) Dairy Free



Magnolia Package

With a world full of people, your choice in each other was easy. Happily ever after isn't complicated, so building your wedding package shouldn't be either.

Our Magnolia Package offers various options to personalize your wedding to suit your taste and make it your own.

Cost per guest - \$68

The Magnolia Package includes the following:

- Magnolia buffet dinner
- Two bottles of wine per table
- One bottle of sparkling wine for the head table with flutes for toasting
- Stationary hors d'oeuvres (2 pieces per person)
- Late night snack
- Executive loft suite accommodation for the newlyweds

Photo by Lisa Novak Photography



Photo by Rozalind Photography



Magnolia Buffet Menu

Salad (Choice of Three)

- Classic caesar salad
- Organic green salad with seasonal vegetables & assorted dressings (V, GF)
- Cranberry coleslaw topped with spring onions & pecans (VG)
- Roasted beet salad with mandarin oranges & almonds (V, GF)
- Citrus quinoa, spinach & corn salad (V, GF)
- Tomato, cucumber & bocconcini salad (VG, GF)
- Creamy dill roasted potato salad (VG)

Starch (Choice of One)

- Roasted herb potatoes (V, GF)
- Garlic & tarragon whipped potatoes (VG, GF)
- Rice pilaf (V, GF)
- Seasoned wild rice pilaf (VG)

Vegetable (Choice of One)

- Roasted root vegetables (V, GF)
- Steamed vegetable medley (V, GF)

Pasta (Choice of One)

- Butternut squash penne with baby kale & sun dried tomatoes (VG)
- Roasted vegetable & spinach rotini marinara (VG)
- Bechamel lasagna (VG)
- Quattro fromaggio ravioli with red pepper vodka rose sauce (VG)

Entree (Choice of Two)

- Roasted dijon ham with a sweet apple jus & mustard (GF, DF)
- Chicken breast with your choice of roasted apple & peach au jus, spinach & tomato pesto cream sauce, or mediterranean marinara (GF)
- Lemon & herb baked wild BC salmon with your choice of cream mushroom dill sauce or sicilian roasted artichoke & black olive tomato jus (GF)
- Slow roasted carved baron of beef with rosemary red wine demi-glace (GF, DF)

Included

- Dinner rolls & whipped butter
- Coffee & tea station

Dietary Guide:

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Rose Package

Your love is like no other, it is a beautiful thing.

Our Rose Package will truly celebrate your love by going above and beyond to make your day unique with customized details and an elegance that will leave a lasting impression.

Cost per guest - \$99

The Rose Package includes the following:

- Three course plated dinner
- Personalized menus for each place setting
- Two bottles of wine per table
- One drink ticket per person
- Stationary hors d'oeuvres (4 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 accommodation for the newlyweds with sparkling wine



Photo by Lisa Novak Photography



Photo by Lisa Novak Photography

Hors D'oeuvres Menu

Cold

- Artichoke parmesan crostini with olive tapenade & roasted bell pepper (VG)
- Roasted vegetable tomato chutney in grilled zucchini boats (V, GF)
- Tomato, onion, basil & olive oil bruschetta in a mini cucumber bowl (V, GF)

Hot

- Brie, cranberry & almond phyllo bundles (VG)
- Chicken & vegetable gyoza with soy sauce
- Tempura battered mushrooms with chili soy sauce (VG)
- Vegetable spring rolls with plum sauce (VG)
- Spanakopita (VG)
- Mini vegetarian quiche (VG)
- Mini all beef meatballs tossed in your choice of honey garlic, teriyaki or bbq sauce

Elevate your wedding with butlered hors d'oeuvres or an action station.

Dietary Guide:
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Late Night Snack

Please select one of the options below for your late night snack.

Sandwich Station

Build your own sandwich with a selection of turkey, ham, roast beef, assorted vegetables & cheese served on kaiser buns. *Served anytime.*

Pork or Mini Meatball Slider Station

BBQ pulled pork sliders served with horseradish & dijon mustard, or mini meatball sliders served with tomato marinara sauce & triple cheese blend. Served with kettle chips in your choice of two of the following flavours; dill, cajun, tex-mex, greek or original. Served with a creamy ranch dip. *Served by 10:45 p.m.*

Poutine Bar

Battered plank fries served with classic cheese curds, triple cheese blend, gravy, green onions, jalapenos, fresh tomatoes & crumbled bacon. *Served by 10:45 p.m.*

Pizza

An assortment of fresh baked pizzas including; triple cheese, loaded Hawaiian, hearty garden vegetable & classic pepperoni. *Served by 10:45 p.m.*





Accommodations

Dream easy on your wedding night!

Our on-site accommodations, located in the TRU Residence, offer spectacular views of the magnificent mountains, scenic rivers and breathtaking city skyline.

This central location is just steps away from the Horticulture Gardens and reception venues, meaning not a moment is wasted travelling to and from different locations.

All of our packages include accommodation in the Executive Loft Suites for the newlyweds the night of their wedding.

The Executive Loft Suites all have a gas fireplace, flat screen televisions, quality leather furnishings, and floor to ceiling windows.

All guests will have access to satellite TV, air conditioning, and complimentary internet access. Group rates are available for your family and friends.

Hotel accommodation for your guests is available May through August and is based on availability.

For more information please contact our wedding coordinator.





Venue Dimensions

Function Space	Location	Maximum Guests	Square Footage	Ceiling Height (ft.)
Horticulture Gardens	Thompson Rivers University Grounds	130	N/A	N/A
Mountain Room	Campus Activity Centre	150	3590	11.75 ft.
Grand Hall	Campus Activity Centre	350	5400	16.9 ft.

For more information regarding venue dimensions please contact our wedding coordinator.



Photo by Rozalind Photography



Photo by Lisa Novak Photography



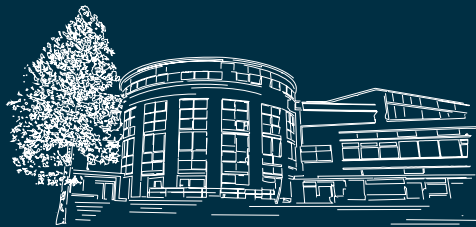
Policies

- A guaranteed number of guests is required seven (7) calendar days prior to your wedding.
- 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 sixty (60) calendar days prior to the event.
- Substitutions may apply within the sixty (60) calendar day period depending on market availability and unforeseen circumstances.
- For all cash and host bars, a guaranteed minimum revenue of \$500 must be generated. If the minimum is not reached, a bartender fee of \$150 will be charged OR the difference between the minimum and actual sales; whichever is less. Wine served at dinner is not calculated in bar revenue. If total bar sales exceed \$500 there will be no bartender fee.
- Under the terms of the BC Liquor License Act, the management of the TRU Conference Centre is prohibited from allowing any individual or group to provide outside alcohol at catered events.
- For all groups a non-refundable deposit is required at the time of the booking.
- 75% of the remaining balance is required seven calendar days prior to your wedding reception.
- Full payment is required seven (7) calendar days prior to your wedding ceremony.
- Please visit the TRU Conference Centre website at tru.ca/cac for our full cancellation policy, or refer to your booking or catering contract.
- Payment methods accepted are: VISA, MasterCard, AMEX, cash, debit or cheque.

Our Wedding Team

Thank you for your interest in hosting your wedding at the TRU Conference Centre. We are looking forward to welcoming you, your friends, and your family for your wedding day! For more information and to begin planning your special day please contact our team.

T 1-250-371-5660 **E** conferencecentre@tru.ca **W** tru.ca/weddings



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