



## OSHAWA WHITBY CONFERENCE CENTRE

### GENERAL CATERING INFORMATION

We are pleased to present you with our Catering Menus. These menus are offered as suggestions only. Our Executive Chef would be delighted to meet with you to create a menu to fit your particular needs.

All food and beverage prices are subject to applicable taxes and 15% gratuity (calculated on the total food and beverage charges before taxes). The gratuity and room rental prices are subject to GST.

A deposit of \$1,000.00 is required to confirm any room booked for meal functions. Should a cancellation occur, the deposit is non-refundable. Ninety per cent of the estimated total bill is due one month prior to the date of the function and the balance of the account is due upon departure.

All accounts are to be settled upon departure. A credit application must be submitted to and approved by the Holiday Inn accounting department to qualify for direct billing privileges. A valid credit card number is required to hold rooms without billing privileges. Any charges not settled upon departure will be billed to the credit card number on file.

Due to liability insurance, all food and beverage must be provided by the Holiday Inn. The removal of food from the premises is prohibited.

Menu and wine selections must be provided to the Hotel at least four weeks prior to the date of your function. One menu is required for all guests. Special dietary substitutions can be made available upon prior request.

A guarantee of the number of guests must be provided to the Hotel at least 48 hours prior to the date of your function. Guarantees must be made by fax 905-576-3296 or telephone 905-576-5101 ext 6605 (between 8:30 am - 4:30 pm E.S.T.). If a guarantee is not received by the times specified, we shall assume it to be the figure most recently supplied to us by yourself or your delegate.

The Hotel will prepare for 5% above the guaranteed number, space permitting. The customer will be charged for the guaranteed number or the number served, whichever is higher.

All prices will be guaranteed up to 60 days prior to the date of the function or as outlined in the function contract.

- The 8 am – 12 am room rental charge will apply for all function booked Friday or Saturday evening, if a full course dinner is not served.
- A room rental charge of \$525.00 will be applied for all meal functions in the Guild Hall, if the number of adults attending is less than 140.
- A room rental charge of \$375.00 will be applied for all meal functions in the Harmony Hall, if the number of adults attending is less than 80.
- A room rental charge of \$275.00 will be applied for all meal functions in the Durham Hall, if the number of adults attending is less than 60.
- A room rental charge will apply for all meal functions held Sunday through Thursday, if the number of adults attending is less than 20.
- A labour fee of \$15.00 per hour, minimum of four hours, will be charged for any meals served with less than 30 people in attendance.



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Holiday Inn Oshawa provides white linen, all dishes and cutlery required for serving. Should the Convenor have special requests regarding these items, an additional charge may apply.

**For wedding receptions**, we suggest that all special decorations and the wedding cake be set up by the Convenor or a party appointed by the Convenor. A decorating time cannot be guaranteed until one week prior to the function date.

- No open flame candles are permitted. Please check with our Catering Department for specific details.
- A copy of the function contract, signed by the Convenor or his/her agent must be provided to the Hotel upon booking. Signature of the contract confirms consent with all policies as outlined by Holiday Inn.
- The Holiday Inn does not allow the use of rice, confetti, glitter, pot pourri, flower petals, etc. for any function. A cleanup fee of \$150.00 will be levied should the Convenor decide on the use of such material. No tacks, nails or heavy tape are to be used when attaching signs or banners, etc. to any of the facilities.

Events requiring live entertainment or disc jockey services will be subject to applicable performing rights (SOCAN), \$59.17 with dancing or \$29.56 without dancing (fee is subject to change).

**Damages:** The Holiday Inn reserves the right to inspect and control all private functions. Liability for damages to the premises will be charged accordingly. The Convenor for a function is held responsible for any damages to the premises by their guests or independent contractors on their behalf. The Hotel will not be responsible for damage or loss of any personal property or equipment left in the Hotel prior to, during or following a function.

If displays, exhibits or products are to be used, arrangements for their arrivals, unloading and departure must be made with our Catering Department. Such displays, exhibits or products are the responsibility of the exhibitor and the Holiday Inn accepts no liability for the loss or damage thereto whether caused by negligence of the Hotel, its employees and agents or otherwise. Such displays, exhibits or products must be removed from the function room at the specified time unless the room is reserved on a 24-hour basis. In such cases, the Holiday Inn, at the customer's request will arrange to have the function room locked. The Hotel will not be responsible for the exhibits, displays and products locked in the room.

The Hotel reserves the right to provide an alternate function room best suited for the group should the number of guests attending the function differ from the original number quoted or if it should be necessary due to unforeseen circumstances. Change of the function room may occur without prior notice.

The performance of this agreement is contingent upon the ability of the management to the Hotel to complete the same, and is subject to Acts of God, labour troubles, disputes, strikes, accidents, government restrictions, transportation of foods, beverages or suppliers, and other causes whether enumerated herein or not, beyond the control of management preventing or interfering with performance. In no circumstance shall the Hotel be liable for loss of profit or for other similar consequential damages based on breach of contract, warranty or otherwise.

Thank you for considering Holiday Inn Oshawa Whitby Conference Centre for your special event.  
We look forward to being of service to you.



## OSHAWA WHITBY CONFERENCE CENTRE

### **BREAKFAST MENUS**

#### **THE CONTINENTAL**

Assorted Danish, Croissants and Muffins with  
Preserves and Butter  
Assorted Chilled Fruit Juice  
Freshly Brewed Coffee and Selection of Herbal Tea

#### **THE BRAINSTORMER**

Assorted Danish, Croissants, Muffins and  
Fruit Loaves with Preserves and Butter  
Assorted Chilled Fruit Juice  
Fresh Sliced Fruit with Yogurt Dip  
Freshly Brewed Coffee and Selection of Herbal Tea

#### **THE CANADIAN**

Assorted Danish, Croissants and Muffins  
Scrambled Eggs  
Bacon and Sausage  
Home Fried Potatoes  
Assorted Preserves and Butter  
Assorted Chilled Fruit Juice  
Fresh Sliced Fruit with Yogurt Dip  
Freshly Brewed Coffee and Selection of Herbal Tea

#### **A LA CARTE**

Coffee, Decaffeinated, Tea



## OSHAWA WHITBY CONFERENCE CENTRE

### WORKING LUNCHEON MENUS

#### **QUICK 'N' EASY**

Soup of the Day  
Potato Salad  
Fresh Garden Salad  
Crudités with Dip  
Sandwiches on a Variety of Breads

#### **BON JOURNO**

Soup of the Day  
Caesar Salad  
Grilled Balsamic Vegetables  
Oven Baked Lasagna or Assorted Pizza  
Garlic Bread  
Tiramisu

#### **JUST WRAP IT**

Soup of the Day  
Caesar Salad  
Fresh Garden Salad with  
Choice of Dressing  
Warm Chicken Wraps  
Tortilla Chips and Salsa  
Fresh Garden Crudités  
Assorted Pastries and Cookies

#### **THE BUILD YOUR OWN**

Soup of the Day  
Caesar Salad  
Crudités with Dip  
Assorted Deli Sliced Cold Cuts and Cheese  
Gourmet Bread Basket  
Fresh Garden Salad with Choice of Dressing  
Assorted Pastries and Cookies

#### **BON APPETITE**

Soup of the Day  
Fresh Garden Salad with Choice of Dressing  
Breast of Chicken in Green Peppercorn Sauce  
Oven Roasted Potatoes  
Fresh Vegetables  
Rolls and Butter  
Assorted Pastries and Cookies

\*\* All Working Lunches include Freshly Brewed Coffee and a Selection of Herbal Teas



## OSHAWA WHITBY CONFERENCE CENTRE

### PLATED LUNCHEON MENU

#### **STARTERS/APPETIZERS**

(Choice of One)

Caesar Salad  
Greek Salad  
Mixed Leafy Salad with Choice of Dressing  
California Salad  
Tossed Salad  
Tomato Bisque  
Wild Mushroom Chowder  
Cream Broccoli and Cheddar Soup  
Carrot and Ginger Soup  
Minestrone Soup

#### **MAIN COURSES**

(Choice of One)

Chicken Souvlaki with Pita  
Baked Lasagna with Garlic Bread  
Beef or Chicken Stir Fry  
Grilled Breast of Chicken in White Wine Sauce  
Chicken Parmesan  
Roast Top Sirloin of Beef with Brandy Peppercorn Sauce

#### **ALL MAIN ENTREES ARE SERVED WITH....**

Seasonal Buttered Vegetables, Garlic Mashed,  
Rice **OR** Roast Potatoes  
Freshly Baked Rolls

#### **DESSERTS**

(Choice of One)

Chocolate Mousse Cake  
Tiramisu  
Dolce De Leche Cake  
Chocolate Turtle Cake  
New York Cheesecake with Strawberry, Chocolate or Raspberry Topping  
Warm Apple Pie with Vanilla Ice Cream

Freshly Brewed Coffee and Tea

Holiday Inn Oshawa Whitby Conference Centre, 1011 Bloor St E, Oshawa, ON L1H 7K6  
(905) 576-5101 [www.hioshawa.ca](http://www.hioshawa.ca)



## OSHAWA WHITBY CONFERENCE CENTRE

### PLATED DINNER MENU

#### **APPETIZERS**

(Choice of One)

Minestrone with Garlic and Basil Pesto  
Wild Mushroom Chowder  
Tomato Bisque  
Carrot and Ginger Soup  
Butternut Squash Soup  
Melon and Prosciutto  
Antipasto

#### **SALADS**

(Choice of One)

Tossed Green Salad  
Caesar Salad  
Greek Salad  
California Salad  
Spinach Salad with Bacon, Almonds and Roasted Peppers

#### **MAIN COURSES**

(Choice of One)

Roast Pepper, Feta and Spinach Stuffed Chicken Breast  
Herb Marinated Chicken Breast with Wild Mushroom Ragout, Chardonnay Cream Sauce or Red Pepper Coulis  
Chicken Parmesan  
Chicken Cacciatore  
Roast Loin of Pork with Honey Mustard Sauce  
Prime Rib of Beef Au Jus  
Roast Top Sirloin of Beef with Peppercorn and Shallot Sauce  
Medallion of Beef with Green Peppercorn Sauce

#### **ALL MAIN ENTREES ARE SERVED WITH...**

Rice OR Garlic Mashed OR Scalloped Potatoes OR Roast Potatoes  
Medley of Fresh Vegetables  
Fresh Baked Dinner Rolls



## OSHAWA WHITBY CONFERENCE CENTRE

### DESSERTS

(Choice of One)

Dark and White Chocolate Mousse Cake

Tartufo

Tiramisu

Chocolate Turtle Cake

Dolce de Leche Cake

Chocolate Cheesecake

New York Cheesecake with Strawberry, Chocolate or Raspberry Topping

Apple Pie with Ice Cream



## OSHAWA WHITBY CONFERENCE CENTRE

### **RECEPTION MENU - I**

Assorted Vegetables with Blue Cheese & Ranch Dips

Assorted Sandwich Tray on White & Whole Wheat Bread  
(Ham, Turkey, Roast Beef, Tuna, Egg Salad)

Assorted Hot Hors d'Oeuvres  
(Chicken Satay, Assorted Mini Quiche, Vegetable Spring Rolls,  
Vegetable Quesadillas, Sausage Rolls, Mini Pizzas)

Crackers with Assorted Cheeses

Sliced Fresh Seasonal Fruit

Assorted French Pastries and Cookies

Non-Alcoholic Fruit Punch  
Freshly Brewed Coffee & Tea

(Minimum 25 People)  
(Maximum for 90 minutes)

### **RECEPTION MENU - II**

Assorted Vegetables with Blue Cheese Dip and Creamy Cucumber Dip

Assorted Wrap Pinwheels

Hot Hors d'oeuvres  
(Tempura Shrimp, Chicken Kabobs with Yogurt Mint Dip,  
Assorted Mini Quiche, Oriental Crab Cakes, Beef Samosas, Spanakopita)

Assorted Cheeses & Crackers

Lemon Cheese Cake, Fruit Tartlets, Chocolate Mouse Cake,  
Assorted French Pastries

Sliced Seasonal Fresh Fruit

Non-Alcoholic Fruit Punch  
Freshly Brewed Coffee & Tea

(Minimum 25 people)



## OSHAWA WHITBY CONFERENCE CENTRE

### REFRESHMENTS

Coffee, Decaffeinated Coffee & Tea  
Hot Chocolate  
Milk (White or Chocolate)  
Ice Tea  
Orange Juice  
Apple Juice  
Assorted Fruit Juices  
Soft Drinks  
Bottled Water  
Perrier with Lime

Assorted Danish  
Assorted Muffins  
Butter Croissants  
Bagel with Cream Cheese  
Assorted Squares  
Assorted Homemade Cookies

Granola Bars  
Seasonal Fresh Fruit  
Fruit Kabobs  
Ice Cream  
Chocolate Bars  
Yogurt