



NOVOTEL
TORONTO CENTRE

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novoteltorontocentre.com/weddings

WEDDINGS AT NOVOTEL TORONTO CENTRE

A new chapter awaits you in the heart of Old Town Toronto. At Novotel Toronto Centre, we believe in long-lasting memories and meaningful experiences. We are an intimate hotel offering modern sophistication with a European flair, and situated just minutes away from many cathedrals, ceremony sites and Toronto’s best wedding photography locations – including our very own iconic Esplanade arches!

With 7,500 sq ft of event space fit for a variety of special celebrations, our dedicated event floor boasts an elegant ballroom and outdoor terrace that can accommodate up to 180 guests for a seated meal and up to 300 guests for a standing reception. We also offer private wedding receptions in our main floor restaurant, Café Nicole, showcasing beautiful French windows overlooking The Esplanade. Novotel Toronto Centre is the perfect venue for the couple who can’t decide between modern city-style or classic European elegance.





LOVE IS THE GREATEST
REFRESHMENT IN LIFE.

– Pablo Picasso

WEDDING SPACE

Our wedding spaces can accommodate ceremonies and receptions up to 200 guests.

Space	Ceiling Height	Sq. Ft.	Receptions	Rounds	Theatre
Loire	7' 6"	685	40	30	18
Bordeaux	7' 5"	675	30	24	50
Normandy	7' 6"	430	14	12	14
Rhone	7' 6"	445	14	12	14
Bourgogne	7' 8"	729	30	24	18
Provence	9'	800	60	35	20
Alsace	10'	1,229	80	56	32
Champagne Ballroom	9'	2,457	260	140	56
Champagne East Ballroom	9'	936	75	42	24
Champagne West Ballroom	9'	1,521	150	120	32
Champagne Outdoor Terrace	-	800	60	-	20
La Galerie A	8'	960	120	8	40
La Galerie B	8'	700	120	6	40



PLATED DINNER

OPTION 1

ADULTS: \$150

CHILDREN 12 & UNDER: \$75

Minimum 35 people to maximum of 150 people, guest to pre-select main course; all other courses pre-selected by couple.

VG Vegan | **GF** Gluten Free



HORS D'OEUVRES

Three hors d'oeuvres per person - served during cocktail hour.

Choice of Three:

- **Smoked Salmon + Lemon Dill Cream Cheese + Cucumber** **GF**
- **Vegetable Spring Roll + Plum Sauce**
- **Vegetable Crudites Shooter + Hummus** **VG** **GF**
- **Thai Beef Satay + Sweet Chili** **GF**
- **Seared Beef + Horseradish Aioli + Crostini**
- **Chicken Satay + Brandied Hoisin** **GF**

FIRST COURSE

Selection of Artisan Breads + Whipped Butter + Seasonal Hummus **GF Bread upon request.*

+ Choice of One:

- **Roasted Field of Mushroom Soup**
Thyme Blistered, Chive Crème Fraîche
- **Vichyssoise Soup** **GF**
Leek, Vidalia Onion, Potato
- **Heart of Romaine Salad**
Parmesan Cheese, Herb Crouton, Classic Caesar Dressing

SECOND COURSE

Chef's choice of starch and seasonal vegetables.

Choice of One:

- **Roasted Field of Mushroom Soup** **GF**
Red Wine Demi-Glace
- **Pan Seared Salmon**
Miso, Lemon, Beurre Blanc
- **Cauliflower Cloud** **VG** **GF**
Mediterranean Salsa Verde, Sorrel

DESSERT

Locally Roasted Regular + Decaffeinated Coffee + Gourmet Teas

+ Choice of One:

- **Vegan Flourless Brownie**
Salted Caramel Swirl
- **Trio** **VG** **GF**
Chai Pot De Crème, French Pastries, Berries
- **Chocolate Mousse**
Oreo Cookie Streusel, Berries

BAR

Five-hour standard bar service plus two hours of wine service during dinner (add an extra hour at \$15 per adult per hour).

Wine (Choose from wine list)

- **Seasons Chardonnay**
- **Seasons Merlot**

Mixed Drinks

- **Locally Sourced Spirits**
- **Soft Drinks**
- **Juices**

Beer On Tap

- **3 Speed Lager**
- **Big Wheel Amber Ale**

Poured

- **Coors Light**
- **Heineken**
- **Boneshaker IPA**

PLATED
DINNER

OPTION 2

ADULTS: \$160
CHILDREN 12 & UNDER: \$87

Option for guest to pre-select main course;
all other courses pre-selected by couple.

VG Vegan | GF Gluten Free



HORS D'OEUVRES

Four hors d'oeuvres per person - served during cocktail hour.

Choice of Four:

- Caprese Skewer + Bocconcini + Balsamic Glaze GF
- Poached Shrimp + Cocktail Sauce GF
- Dry-Aged Beef Slider + Caramelized Onion + House Sauce
- Vegetable Spring Roll + Plum Sauce
- Vegetable Crudites Shooter + Hummus VG GF
- Mini Fish & Chips + Tartar + Haddock
- Chicken Satay + Brandied Hoisin GF
- Sweet Yam Fries + Chipotle Aioli

FIRST COURSE

Selection of Artisan Breads + Whipped Butter + Seasonal Hummus *GF option upon request.

Antipasto Plate

Prosciutto, Soppressata, Giardiniera, Crostini, Olives

+ Choice of One:

- Field of Greens VG GF
Local Lettuces, Radish, Spiced Pumpkin Seed, Sherry Wine Vinaigrette
- Mushroom Tart Tartin
Sweet Vidalia Onion, Chèvre, Port Glaze

SECOND COURSE

Chef's choice of starch and seasonal vegetables.

Choice of One:

- Grilled New York Striploin
8 oz. + AAA, Shallot Fondue, Thyme Infused Jus
- Piri Piri Chicken Supreme
Lemon, Smoked Paprika, White Wine
- Herb Crusted Wild Albacore Tuna
Medium Rare, Sofrito, Micro Greens
- Wok-Fried Tofu Jungle Curry VG GF
Green Curry, Asian Greens, Long Bean, Cilantro

DESSERT

Locally Roasted Regular + Decaffeinated Coffee + Gourmet Teas

+ Choice of One:

- Blueberry Cheesecake
Compote, Berries
- Red Velvet Cake
Rich Cocoa, Cream Cheese Frosting

BAR

Five-hour standard bar service plus two hours of wine service during dinner & sparkling wine toast (add an extra hour at \$15 per adult per hour).

Wine (Choose from wine list)

- Seasons Chardonnay
- Seasons Merlot

Mixed Drinks

- Locally Sourced Spirits
- Soft Drinks
- Juices

Beer On Tap

- 3 Speed Lager
- Big Wheel Amber Ale

Poured

- Coors Light
- Heineken
- Boneshaker IPA

COCKTAIL STATIONED

OPTION 3

ADULTS: \$175

CHILDREN 12 & UNDER: \$95

Option for guest to pre-select main course;
all other courses pre-selected by couple.

VG Vegan | **GF** Gluten Free



ARTISANAL CHARCUTERIE & CHEESE DISPLAY

- 100km Meats & Cheeses
- St. Lawrence Market Mustards
- Fig Jam
- Giardiniera
- Marinated Olives
- Crostini

PASSED HORS D’OEUVRES

- Vegetable Spring Roll + Plum Sauce
- Seared Beef + Horseradish Aioli + Crostini
- Chef’s Featured Soup Shooter **VG** **GF**
- Chicken Satay + Brandied Hoisin **GF**
- Island Coconut Shrimp + Sweet Chili Sauce

FOOD STUDIO CULINARY STATION

- **Dip & Breads***
Baba Ghanoush, Beet Hummus, White Bean, Rosemary Dip, Pico De Gallo, Corn Tortilla Chips, Grilled Ciabatta, Vegetable Crudites, House Ranch
- **Tacoria Bar**
Mad Mexican Chicken, Ontario Beef, Refried Beans, Roasted Chipotle Cauliflower, Crema, Shredded Cheese, Lettuce, Pickled Red Onion, Lime, Cilantro, Guacamole, Soft Tortilla Wraps
- **Grilled Cheese Bar***
Prosciutto, Bocconcini, Basil, Sourdough, Classic, Sharp Cheddar, Ultra, Smoked Gouda, Bacon, Tomato, Caramelized Onion Ciabatta

**GF bread upon request.*

SWEET TABLE

- Locally Roasted Regular
- Decaffeinated Coffee
- Gourmet Teas
- Bite-Size Squares
- Mini Cupcakes
- Macarons

BAR

Five hour standard bar & specialty cocktail plus two hours of wine service during dinner & sparkling wine toast (add an extra hour at \$15 per adult per hour).

Wine (Choose from wine list)

- Seasons Chardonnay
- Seasons Merlot

Mixed Drinks

- Locally Sourced Spirits
- Soft Drinks
- Juices

Beer On Tap

- 3 Speed Lager
- Big Wheel Amber Ale

Poured

- Coors Light
- Heineken
- Boneshaker IPA

STAND-UP COCKTAIL RECEPTION

ADULTS: \$125
+ BAR: \$55

VG Vegan | GF Gluten Free



HORS D'OEUVRES

Six hors d'oeuvres per person - served during cocktail hour.

Cold Choices:

- **Caprese Sticks**
Bocconcini, Tomato, Basil, Balsamic Glaze
- **Island Coconut Shrimp + Sweet Chili Sauce**
- **Smoked Salmon + Lemon Dill Cream Cheese + Cucumber** GF
- **Vegetable Crudites Shooters + Hummus**
- **Fresh Rice Paper Salad Rolls + Mango + Cilantro + Lettuce + Sweet Chili Sauce** VG GF

Hot Choices:

- **Mini Fish & Chips + Tartar + Haddock**
- **Thai Beef Satay + Sweet Chili Dipping Sauce** GF
- **Chicken Satay + Brandied Hoisin Sauce** GF
- **Sweet Yam Fries + Chipotle Aioli**
- **Dry-Aged Beef Slider + Caramelized Onion + House Sauce**

STATIONS

Choice of Three:

- **Grilled Cheese Bar**
Sourdough, Marbled Rye, Aged Cheddar, Smoked Gouda, Tomato, Caramelized Onion

- **Build a Buddha Bowl**
Chef Crafted, Pick Your Protein, Roasted Sweet Potato, Miso Tofu, Wakame, Radish, Gochujang, Apple Carrot Dressing, Organic Quinoa
- **Poke**
Sushi Grade Tuna, Wakame, Cucumber, Wasabi Pea, Lettuce, Avocado, Togarashi, Gochujang, Soy Dipping Sauce
- **Carvery**
Montreal Smoked Meat, Smoked Turkey, Marbled Rye, Sauerkraut, Swiss Cheese , Coleslaw, Pickle, Kozlik's Assorted Mustards
- **Steamed PEI Mussels**
White Wine & Garlic, Tomato Basil, Mini Ontario Creamers, Julienne Vegetable, Grilled Garlic Baguette
- **Antipasto Bread Bar**
Sweet Potato Hummus, White Bean & Rosemary Dip, Beet Hummus, Pita Chips, Baguette, Marinated Olives, Pico de Gallo
- **Tacoria**
Low & Slow Pulled Chicken, Chili & Tequila-Spiked Ground Beef, Pulled Jackfruit, Sautéed Peppers & Onions, Warm Flour Tortillas, Pico De Gallo, Limes, Shredded Lettuce, Guacamole, Jack Cheese, Sour Cream
- **Dim Sum**
Shrimp Har Gow, Pork Shui Mei, Chicken Lettuce Wrap, Vegetarian Spring Rolls, Plum Sauce, Soy Dipping Sauce, Pickled Vegetables
- **Tapas**
Gazpacho Shooter, Patatas Bravas, Grilled Chorizo Sausage, Pan Con Tomate, Prosciutto, Marinated Olives

- **The Pastry Shop**
Choice Of Six From A Selection Of Sweets & Treats:
Lemon Meringue Cheesecake, Chocolate Trifle Mini Fruit Jar, Mini Vanilla Crème Brûlée, Espresso Pot De Crème, Mini Butter Tarts, Mini Ginger Crème Brûlée, Maple Pecan Bites, Cheesecake Pops, Lemon Meringue, Mini Apple Crumble, Vegan Double Chocolate Brownie, New York Cheesecake, Fresh Berries, Chantilly Cream, Mini Cupcakes

BAR

Five-hour standard bar service plus two hours of wine service during dinner (add an extra hour at \$15 per adult per hour).

Wine (Choose from wine list)

- **Seasons Chardonnay**
- **Seasons Merlot**

Mixed Drinks

- **Locally Sourced Spirits**
- **Soft Drinks**
- **Juices**

Beer On Tap

- **3 Speed Lager**
- **Big Wheel Amber Ale**

Poured

- **Coors Light**
- **Heineken**
- **Boneshaker IPA**

ENHANCE- MENTS & LATE NIGHT

Quantities must adhere to a minimum of 60% of the adult guest count. Pricing is per person.

VG Vegan | **GF** Gluten Free



DIPS & BREADS

\$20

**GF bread available upon request.*

- **Baba Ghanoush**
- **Beet Hummus**
- **White Bean Rosemary Dip**
- **Pico De Gallo**
- **Corn Tortilla Chips**
- **Grilled Ciabatta**
- **Vegetable Crudites**
- **House Ranch**

GRILLED & CHILLED SEAFOOD

\$52

- **Mediterranean Marinated Mussels**
- **Shrimp Cocktail**
- **Fried Calamari**
- **Cocktail Sauce**
- **Old Bay Aioli**
- **Roasted Red Pepper Aioli**
- **Lemon Wedges**

HIGH TEA

\$28

Mini Finger Sandwiches

- **Coronation Chicken**
- **Egg Salad on Mini Croissant**
- **Smoked Salmon Pin Wheel**

Sweets

- **Blueberry Scones**
- **Assorted Squares**
- **Macarons**

TACORIA

\$25

- **Low & Slow Pulled Chicken**
- **Chili & Tequila-Spiked Ground Beef**
- **Pulled Jackfruit** **VG** **GF**
- **Sautéed Peppers & Onions**
- **Warm Flour Tortillas**
- **Pico De Gallo**
- **Limes**
- **Shredded Lettuce**
- **Guacamole**

ARTISANAL CHARCUTERIE & CHEESE

\$30

- **100km Meats & Cheeses**
- **St. Lawrence Market Mustards**
- **Fig Jam**
- **Giardiniera**
- **Marinated Olives**
- **Crostini**

FLATBREAD PIZZA STATION

\$18

- **Three Cheese**
- **Classic Pepperoni**
- **Funghi Sage**

ENHANCE- MENTS & LATE NIGHT

Quantities must adhere to a minimum of 60% of the adult guest count. Pricing is per person.

 Vegan |  Gluten Free

CARVERY

Rosemary Lemon Rotisserie Chicken \$20

- Soft Bun
- Baby Arugula
- Stone Fruit Chutney

Low & Slow Local Roasted Striploin \$45

- Herb & Peppercorn Crusted
- Kozlik’s Mustards
- Soft Bun
- Spiced Horseradish
- Dijon
- Natural Au Jus

Montreal Smoked Meat \$25

- Marble Rye
- Soft Bun
- Warm Sauerkraut
- Coleslaw
- Pickles
- Kozlik’s Assorted Mustards

POKE STATION

\$31

- Sushi Grade Tuna
- Sushi Grade Salmon
- Wakame
- Cucumber
- Wasabi Pea
- Lettuce
- Avocado
- Togarashi
- Gochujang
- Organic Quinoa
- Soy Dipping Sauce

MILL STREET CANDY CO.

\$15

- Jujubes
- Jelly Beans
- Chocolate Bar Collection
- Gummy Worms
- Licorice

WARM COOKIES & ICED COFFEE

\$17

Cookies

- Double Chocolate Chunk
- Shortbread
- Oat & Raisin
- Macarons
- Coco Chocolate Chip Biscotti

Iced Coffee:

- Regular
- Vanilla Bean
- Salted Caramel
- Double Chocolate

CHOCOLATERIA

\$22

- Broken Bark Clusters
- Decadent Chocolate Brownies
- Hazelnut Nutella Beignets
- Chocolate Caramel Biscotti
- Chocolate Covered Pretzels

ENHANCE- MENTS & LATE NIGHT

Quantities must adhere to a minimum of 60% of the adult guest count. Pricing is per person.

VG Vegan | **GF** Gluten Free



GOURMET DONUT STATION \$25

Minimum 20 People

- Locally Sourced Donuts
- Hot Chocolate

ICE CREAM SUNDAE STATION \$15

- Vanilla Bean Ice Cream
- Chocolate Sauce
- Caramel Sauce
- Brownie Bites
- Oreo Bites
- Sprinkles
- Crushed Cigar Wafer

GOURMET POPCORN BAR \$14

- Parmesan-Rosemary
- Cajun
- Spanish Paprika
- Thyme

CHOCOLATE FOUNTAIN FONDUE \$29

Minimum 20 People

- Milk Chocolate
- Berry Skewers
- Clementines
- Pretzels
- Belgian Waffles
- Marshmallows
- Licorice

FRUIT FORWARD \$18

- Whole Fruit Tower
- Fruit Skewers
- Sliced Fruit Tart
- Caramel Grapes

WINE & BUBBLES



WHITE WINE

- **Seasons Riesling VQA | Ontario** **\$36**

Off dry, medium body Riesling. Crisp and refreshing with notes of citrus and apple. Well balanced with acidity and a smooth finish.
- **Seasons Chardonnay VQA | Ontario** **\$36**

A dry, medium body Chardonnay with notes of peach, melon and citrus. Finishes beautifully with rich apple and pear.
- **Cielo Pinot Grigio IGT | Italy** **\$50**

Light body, dry wine. Mouthwatering acid with fruity aromas. Bright flavours of citrus, honey and melon.
- **Novas Carménère Cabernet Sauvignon Organic | Chile** **\$56**

Dry, full-bodied; flavours of chocolate, spice and smoke; ripe, coating tannins and a warm lasting finish.
- **Josh Cellars Sauvignon Blanc | California** **\$62**

Quite aromatic and bright, with flavors of ripe pear, fresh fig with an herbal note.

RED WINE

- **Seasons Cabernet Merlot VQA | Ontario** **\$36**

A dry, medium to full body blend. Bright aromas of red cherries, plum and currant. Well structured tannin with flavours of vanilla and oak aging.
- **Osborne Solaz Tempranillo Cabernet Sauvignon | Spain** **\$42**

Dry, light to medium-bodied palate with red and black berry fruits, follow through to soft, round tannins with an easy finish.
- **Nederburg Winemaster’s Shiraz | South Africa** **\$49**

Dry, full-bodied with rich dark berry flavours and a long finish.
- **Montecillo Crianza Tempranillo | Spain** **\$59**

Dry, medium-bodied; Smooth on the palate with a long and elegant finish that highlights notes of vanilla from American oak, cherry and ripe-berry fruit.
- **Montecillo Reserva Tempranillo | Spain** **\$71**

Dry, medium-bodied with balanced acidity and flavours of dark fruit and chocolate, lead to a smooth mouth feel and well-polished tannins.
- **Josh Cellars Cabernet Sauvignon | California** **\$71**

It is ruby red in colour with ripe aromas and flavours of plum, floral notes, jam, candied fruit and baking spices. The palate is rich and round, with velvety tannins and flavours of plum jam and licorice on a long finish.

BUBBLES

- **Ruffino Rosé** **\$63**

Sparkling Rosé is fresh and fragrant with notes of strawberry and slight hints of rose petals.
- **Ruffino Prosecco** **\$65**

Crisp, clean and delicate with fine bubbles, Intense sensations of apples and peaches drive a pleasant aftertaste, that is reminiscent of fruity and floral aromas.
- **Moët & Chandon Imperial Brut NV** **\$160**

Pale straw in colour with a fine mousse; aromas of apple, pear, citrus and fresh baked bread; extra-dry and medium body with a mineral note on a clean finish.
- **Veuve Clicquot Brut Champagne** **\$175**

Pale lemon with fine bubbles; the nose is filled with aromas of apple, pear, toast and brioche; the palate is extra-dry and medium to full body.

SPIRITS & BEER

*Pricing is per person.
**Pricing is per drink.



SPIRITS

- Personalized Cocktail Bar***

\$14

A touch of bold elegance. Work with our seasoned mixologists and discover your favourite flavours and spirits to design a personalized cocktail unique to your event. An experience your guests will never forget!
- Shaken & Stirred Mix Experience***

\$15

Hand-crafted for your exclusive event! Aperol Spritz, Rum & Lime Mojito, Spiced Caesar, Infused Elderflower Mist, Smoky Manhattan, Shaken Margarita...just ask, we can shake it!
- Zer0 Proof Cocktails***

\$8

Our mixologists create a selection of alcohol-free cocktails that pack a punch! All the party, minus the morning after!
- Gourmet Lemonade & Iced Tea***

\$7

Make your event memorable, blend our Locally Distilled spirits with fresh hand-crafted Raspberry & Peach Lemonade or Pineapple & Passion Fruit Iced Tea. These unique cocktails not only look visually stunning, they also taste amazing!
- Champagne Bar***

\$12

A unique approach to bubbly! Your selection of sparkling wine and Champagne paired with fresh fruits, tasty purées, and fresh-pressed organic juices crafting delightful cocktails for your guests to experience.

- Wedding Party Ice Luge***

\$500

Break the ice at your next get-together! There is nothing better than an Ice Luge to elevate your wedding party up to another level. An intricately carved ice sculpture can be mesmerizing and spellbinding, you can be certain that your guests will compliment it and your taste. Ensure a night of fun as you race your friends to the finish line.
- Locally Distilled Spirits**(1 oz)**

**\$13 / Host Bar
\$14 / Cash Bar**

All spirits are distilled within 100km of the hotel.

Vaughan Vodka, Last Straw Distillery (Vaughan, ON), Niagara Distillery Gin (Niagara, ON), Darker Side, Last Straw Distillery (Vaughan, ON), Kinsip (Prince Edward County, ON), Black Strap Rum, Last Straw Distillery (Vaughan, ON)
- Premium Spirits**(1 oz)**

**\$14 / Host Bar
\$15 / Cash Bar**

Hendrick's Gin (Scotland), Grey Goose Vodka (France), Hounds Black Vodka (Canada), Havana 7 Rum (Cuba), Facundo Neo White Rum (USA), LOT 40 Rye (Canada), Maker's Mark (USA), CJW Black Scotch (Missing Country)

BEER

- Craft On Tap****

\$10

Amsterdam Brewery, Toronto, ON
3 Speed Lager | Big Wheel Amber Ale
- Local Craft & Domestic Beer Selection****

\$6

Classical Favourites, Craft, International Pours
- Locally Produced Cider****

\$10

Brickworks Ciderhouse (Toronto, ON). Country-Born, City-Crafted!

FREQUENTLY ASKED QUESTIONS

- **Is there a room rental fee to book my wedding at your venue?**

Room rental fees are waived if a minimum spend in food and beverage is met.

- **What is a food and beverage minimum spend?**

The food and beverage minimum spend is the dollar amount required to be met to rent our venue. The minimum spends may vary depending on the day of the week, time of year and duration of the event. Our team will put together a quote based on your specific requirements.

- **Is there a minimum guest count requirement?**

There is no minimum guest count requirement if the food and beverage minimum spend is met. In the case where the food and beverage minimum cannot be met, the balance will be added to the final bill as a “miscellaneous fee”.

- **What is included with my package?**

Our all-inclusive packages are designed to make the planning process as easy and enjoyable as possible.

Our packages include:

- All food and beverage services
- Servers, bartenders, and an on-site manager
- Standard setup: 60” round tables, 6' & 8' long tables, banquet chairs, dance floor, floor length white linen tablecloths and napkins, banquet table number holders and 3 votives per table
- Standard dinnerware, glassware, and silverware
- Pre-wedding tasting session for the couple and up to 4 guests
- Complimentary coat check
- Planning meeting with event manager (typically 3 - 4 months prior to the wedding date)
- Complimentary suite for the couple to be used the night prior to the wedding and the night of the wedding
- Preferred guest room rates will also be extended to all of your guests

- **Are there taxes or service fees applied?**

In Ontario, the Harmonized Sales Tax (HST) is 13%. HST is added to the subtotal of all charges. A service fee of 18% is added to the subtotal of all food and beverage charges. HST is also charged on top of the service fee.

- **Is there a fee to host my ceremony on-site?**

There is a \$1,000 fee to host your ceremony on-site indoors and a \$2,000 fee to host your ceremony on-site on our outdoor terrace. This fee includes the setup and tear down of chairs, a signing table with white linen, and water stations. Outdoor terrace ceremonies are available from 6pm onwards with a 5pm setup time.

- **Is there a bridal suite on-site?**

Our super king suite is 400 square feet and perfect to get ready in. It is also located on the second level event space floor, allowing for easy access between suite and reception room for quick touch-ups!

- **Is outside catering permitted?**

All food is to be provided through our in-house catering services. We are happy to design a customized menu based on your specific needs. Requests for off-site catering can be discussed with your events manager and a landmark fee may apply.

- **Can I provide my own alcohol?**

Alcohol must be provided through our liquor license and must be recognized by the Liquor Board of Ontario (LCBO). If a product is not mentioned in our beverage offerings, we can order it in upon request if it is available through the LCBO. Additional fees may apply.

- **What time can we schedule bar service for?**

Our bar services are offered between the times of 9:00 am and 1:00 am.

- **Is there a minimum spend for bar service?**

Minimum bar spends are in effect for consumption and cash bars. If the minimum spend is not met, bartender fees will apply.

• **What time do I have access for setup? What time do I have to tear down?**

Setup and teardown times vary based on the availability of the event venue and can be determined closer to the wedding date with your event manager. Novotel Toronto Centre is not responsible for any setup of non-venue-based décor, however, can provide assistance with décor setup at a rate of \$55/hour.

• **Do you provide Audio Visual Services?**

Audio Visual services can be confirmed directly with our in-house AV provider: PSAV: (416) 712 4692.

• **Can I use my own DJ?**

You are welcome to use your own DJ at no additional charge. The DJ will be required to provide appropriate indemnity, insurance, and other related provisions to protect the Novotel Toronto Centre and its guests.

• **Are there SOCAN and Re:Sound fees?**

The client is responsible, and billed for, the mandatory SOCAN and Re:Sound fees, which Novotel Toronto Centre will remit to SOCAN and Re:Sound on behalf of the client.

• **SOCAN Fees**

SOCAN (The Society of Composers, Authors and Music Publishers of Canada) is a Canadian not-for-profit organization that focuses on providing Canadian and international music creators and publishers their performance rights. For more information on SOCAN visit www.socan.ca.

Room Capacity	W/O Dancing	W/ Dancing
1 - 100	\$20.56	\$41.13
101 - 300	\$29.56	\$59.17
301 - 500	\$29.56	\$123.38
Over 500	\$29.56	\$174.79

• **Re:Sound Fees**

Re:Sound is a Canadian not-for-profit music listening company dedicated to providing fair compensation for artists and record companies for their performance rights. Re:Sound is legally authorized to collect and distribute royalties for artists and record companies worldwide as payment for the public use of their music in Canada. For more information about the Re:Sound fee please visit www.resound.ca

Room Capacity	W/O Dancing	W/ Dancing
1 - 100	\$9.25	\$18.51
101 - 300	\$13.30	\$26.63
301 - 500	\$27.76	\$55.52
Over 500	\$39.33	\$78.66

• **Is your venue wheelchair accessible?**

All event floors are accessible by elevator.

• **Is there parking available?**

Private and public parking lots available next door to the Novotel Toronto Centre. Please inquire with your event manager regarding details.

• **When do I need to confirm my final guest count?**

Your final guest count is due 30 days prior to the wedding date at which point it is no longer subject to reduction.

• **What is the deposit schedule?**

\$2,500 deposit due upon signing the agreement.

25% of the estimated balance is due 6 months prior to the wedding date.

25% of the estimated balance is due 3 months prior to the wedding date.

The final estimated balance is due 14 days prior to the wedding date.

**Any additional fees incurred during the wedding will be added to the final invoice and due net 10 days after the wedding date.*

• **What methods of payment do you accept?**

We accept most forms of payment including certified cheques, MasterCard, Visa, and AMEX. For security purposes, we require a pre-authorized credit card on file.

• **What is the cancellation policy?**

Cancellation of your event to be confirmed, in writing, to your events manager.

Cancellation Date	Cancellation Fee
>180 days	Forfeit Initial Deposit
180-90 days prior to wedding date	25% of food and beverage minimum + initial deposit
89-31 days prior to wedding date	50% of food and beverage minimum + initial deposit
30-0 days prior to wedding date	100% of food and beverage minimum + initial deposit

OUR TEAM OF EXPERTS ARE
EXCITED & HONOURED TO HELP
BRING YOUR WEDDING VISION TO LIFE!

Once you have booked with us, you will receive a planning package to assist in making the planning process as seamless as possible. We are here to answer any questions or requests you may have along the way! We look forward to hosting this special day with you and your loved ones.

– The Novotel Toronto Centre Events Team



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