



# CENTRO CABOTO CENTRE



*Social Events*

*Your Party, Our Place*

1055 Wilkes Avenue, Winnipeg, MB R3P 2L7 | [www.cabotocentre.com](http://www.cabotocentre.com) | 204.488.2055

# *Social Package (8PM – 1AM)*

Our Mauro Hall and the adjacent Galleria can be utilized for your Social function, being able to host up to 488 guests.

Socials are to be held in the months of January, February, March, April, September and October, other months based on availability.

\*Sundays falling during long weekends, will be charged \$2260

\*\*Should the Customers deplete their alcohol inventory, NO alcohol from the Centro Caboto Centre will be available

Fridays \$2500

Saturdays \$3000

Sundays\* \$2000

## *Rental*

### Includes:

Rental of Mauro Hall and Galleria

1 Staff Supervisor

3 Bartenders

Set-up and Tear-down

Mixes, Ice, Cups, Bar Stations

### Customers to Provide:

Liquor Permit

Alcohol\*\*

Bowls, plates, napkins

**SOCAN:** All live entertainment and taped music is subject to SOCAN Fees (Authors and Music Publishers of Canada). For full information visit [www.socan.ca](http://www.socan.ca).

**RE: SOUND** Legally required music license(s) when using recorded music in public. For more information visit [www.resound.ca](http://www.resound.ca).

### Important:

**\*\*NO OUTSIDE FOOD IS ALLOWED IN THE FACILITY\*\***

**\*\*Social Food is required when alcohol is being served. Please refer to our Catering Package for food options.**

# Terms & Conditions

## Food & Beverage Arrangements:

- a. Provincial Sales Tax and Goods & Services Tax are applicable as regulated. Gratuity of 15% computed on the total of all Food and Beverage sales and is GST taxable;
- b. All food must be prepared by the Centro Caboto Centre, unless otherwise authorized by the Director of Sales & Catering. Any external catering that is authorized on the premises will be prepared by a licensed Food Handler, in a licensed approved commercial kitchen. A signed contract from the licensed establishment, on company letterhead, must accompany all food being brought in to the Centro. Any food being brought into the Centro Caboto will be subject to a signed release of responsibility, waiving the Centro Caboto of any liability for illness or like, from food not prepared or served under the control of our Executive Chef. No food is allowed to be taken from the premises;
- c. All functions serving alcohol are governed by the Manitoba Liquor Control Commission. All prices quoted do not include applicable taxes.

**Deposits / Cancellations:** A deposit of \$500 will be required at time of booking which will go towards the final bill at the end of event.

A credit card must be provided at time of booking; this card will be charged as per schedule below. A deposit equal to the full room rental rate is required to confirm your booking. Deposits may be transferable at the discretion of the Director of Sales & Catering.

Schedule of payments:

- 15 days prior to the event = 50% of estimated charges
- 1 day prior to the event = 100% of estimated charges
- Incidentals to be billed the next business day after the event

Should the client cancel, they will forfeit their deposit and pay the cancellation charges as listed:

- 90 days prior to the event = 25% of estimated charges - 45 days prior to the event = 50% of estimated charges
- 30 days prior to the event = 100% of estimated charges

## *Terms & Conditions - continued*

The Centro Caboto Centre will allow a reduction in the expected number of guests by 25% up to 30 days prior to the function. Should the expected number be reduced by more than 25% a 10.00 per person charge will be applied for the difference. No Shows will result in 100% of the contracted charges being invoiced.

**Room Arrangements, Inspection & Liability:** Centro Caboto reserves the right to inspect and control all private functions. Centro Caboto assumes no responsibility for any material/equipment belonging to the client that is lost, stolen or damaged. The client is held liable for all persons associated with the function, and any damages or losses to property or such, will be billed to the client. To avoid damage to the walls we do not allow the use of tape or tacks.

Should the need arise Centro Caboto reserves the right to relocate your function(s) to another room(s). We will make every effort to contact you in advance, should this be the case. Any major changes to the original room set up as requested and stated on the contract will be subject to additional charges.

**Advertising:** Use of the Centro Caboto name or logo in advertising requires prior approval in writing after confirming your function.

**Delivery of Materials:** Storage at the Centro Caboto is available on a limited basis. Contact the Director of Banquets to confirm all details.

**Coat Check:** Weather permitting, Coat check attendants available. Host price of \$1.00 per confirmed guest or Cash price of \$1.00 per coat. Centro Caboto Centre assumes no responsibility for lost or stolen property.