

# Rentals and Catering Packages



**Western Development Museum  
North Battleford**



# CATERING PACKAGE

Enjoy your next function at the Western Development Museum - North Battleford. We have a relaxing and unique venue with meeting and event spaces for small and large groups.

With a variety of catering options for you to choose from, we can meet your needs. We can customize any of our menus to suit your event.

We look forward to making your event special.

## CONTACT:

Shirley Maze  
Rentals Manager  
306-445-8033  
smaze@wdm.ca



# BEVERAGES, SNACKS AND BREAKFAST

## Beverages

Continuous coffee/tea service	\$3
Juice	\$8/pitcher
Canned Pop/Individual Juice Boxes	\$1.25

## Snacks

Cookies	\$12/dozen
Muffins/Slices/Loaves (per slice) or Pastries	\$2
Cinnamon Buns	\$20/dozen
Cinnamon Buns with cream cheese	\$25/dozen
Dainties (2 pieces)	\$2
Vegetables & Dip	\$2.50
Fresh fruit (min 10 guests)	\$3.00

## Breakfast

Variety of breakfast breads, yogurt parfaits, fresh seasonal fruit platter, juice coffee & tea	\$10
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Buttermilk pancakes or cinnamon French toast with whipped butter & warm maple syrup, fresh seasonal fruit platter, smoked farmer sausage, juice, coffee & tea	\$13
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Scrambled eggs, pan fried potatoes, toast station, smoked farmer sausage, fresh seasonal fruit tray, juice, coffee & tea	\$13
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All prices are per person unless otherwise stated and subject to change without notice. All prices include a visit to the Museum.  
12% gratuity applied to the food and beverage portion of the final invoice.



# LUNCH BUFFETS

## ALL LUNCH BUFFETS INCLUDE COFFEE, TEA & DESSERT

Chef's soup of the day and sandwich bar	\$14
Chef's menu accompanied by seasonal salad and breads	\$15

The lunch buffet is served in the WDM's Eagle Room, easily accessible from all conference and banquet rooms.



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# DINNER BUFFETS

## ALL DINNER BUFFETS INCLUDE ONE ENTREE AND THE FOLLOWING SIDES:

- Chef's selection of three salads
- Seasonal vegetable
- Potato or rice
- Breads
- Chef's selection of dessert
- Coffee, tea & water service

### Entree Selections

Roast beef, seasoned and slow roasted	\$21
Traditional roast turkey & stuffing	\$21
Savory roasted pork loin	\$20
Baked ham	\$18
Chicken	\$18

### Enhance your buffet with

Farmer Sausage	\$3
Cabbage Rolls	\$3
Perogies with onions and sour cream	\$3
Baked ham	\$3
Chicken breasts	\$3



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# LATE LUNCH OPTIONS

All late lunch options are served with condiments, paper plates, cutlery and napkins.

**Make Your Own Sandwich Buffet**      \$10

Meat trays & buns  
Rustic potato salad  
Coleslaw

**Make Your Own Taco Bar**      \$12

Beef & Chicken fillings with all the toppings



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# BAR SERVICE

## SERVICE OF ALCOHOL

The Western Development Museum - North Battleford is responsible for upholding and administrating the liquor laws set by the province of Saskatchewan with regard to the dispensing of alcoholic beverages. We reserve the right to refuse service to any person or group that would result in the Western Development Museum - North Battleford being in conflict with provincial liquor laws. The Western Development Museum - North Battleford reserves the right to terminate any event before its scheduled end time for such reasons. Our staff has been trained in and practice Responsible Service of Alcohol, and will not serve alcohol to anyone they judge to have consumed too much alcohol or who shows signs of overconsumption. Anyone under the age of nineteen (19) years will not be served alcohol or allowed to consume alcohol anywhere on the property. Current picture identification must be supplied upon request to purchase alcohol. Alcoholic beverages cannot be served after 1:00 am with one hour tolerance. Premises must be vacated by 2:00 am. Food sufficient for a light meal must be available to those attending all functions where alcohol is served.

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# CASH BARS

- Operated by WDM staff

Beverages are sold to guests on an individual basis. Cash bars require a minimum of thirty (30) persons. A staffing charge of twenty-five dollars (\$25) per hour will be charged if bar sales do not exceed three hundred dollars (\$300).

Liquor (1 oz. serving)	\$6/oz
Domestic Beer	\$6/can
Liqueurs	\$6/oz
House Wines	\$6/ 5 oz glass

Event hosts may request bottles of wine of their choosing for each table. This service will be provided for the cost of the wine plus an additional \$5 per bottle plus 10% liquor consumption tax.

**Gratuities to bar staff are at the discretion of the guests.**



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# CORKAGE BARS

The charge for a full corkage bar is \$3.50 per person plus applicable taxes and gratuity. This includes chilling, cocktail straws, soft drinks, orange and clamato juice for mix, fruit and vegetable garnishes, cocktail napkins, plastic glasses, ice and bartending services. The maximum price that may be charged for a liquor ticket according to the Saskatchewan Liquor and Gaming Authority is \$2 per drink. There is no minimum price. Rentee is asked to supply ticket sellers, tickets, cash float and cash box. The rentee provides all alcohol with appropriate permits. An occasional permit must be purchased at a Saskatchewan Liquor Store. All alcohol brought into the Western Development Museum - North Battleford to be served on your permit bar must be listed on the liquor permit by the liquor vendor. All alcohol will be checked against the permit upon delivery to the Western Development Museum - North Battleford and any shortages will be noted with the permit holder. The permit must remain with the alcohol and a receipt for all liquor must be attached to the permit. Saskatchewan liquor laws state that homemade wine or beer is not permitted. The Western Development Museum - North Battleford staff must comply with the conditions of the permit and are not allowed to alter the permit in any way. The Western Development Museum - North Battleford is not allowed to sell additional alcohol to the permit holder to be added to the permit. Neither can the Western Development Museum - North Battleford exchange alcohol on the permit. In order to allow for proper chilling, we suggest liquor be delivered to the Western Development Museum - North Battleford twenty-four (24) hours prior to the function. All liquor must be unopened. All liquor and wine must be removed from the facility immediately following the event.

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# HOST BAR

The host pays for all beverages consumed. All consumption will be charged to the host's invoice. The host bar may also have a pre-set limit. When the tab reaches a pre-set amount, the bartender will alert the host to determine if the host bar will continue or be terminated. At this time, guests will be responsible for purchasing their own drinks. It is also possible to combine a host/cash bar. For example, the host can choose to provide all the beer and pop, while guests pay cash for all other drinks, or the host may choose to pay for drinks during a specific time only, such as during the cocktail hour.

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# PROCEDURES AND POLICIES

## Food Service

Due to Provincial Health Regulations, any food left over from functions in the banquet rooms cannot leave the premises. With the exception of wedding cakes, the Western Development Museum - North Battleford does not allow food to be brought in from the outside. The menus are suggestions and may be altered in consultation with our Catering Sales Manager. Please advise if there are dietary requests for your event; we are pleased to assist. Meals are presented in a self-serve buffet line using disposable dinnerware. Catering services delayed by the Client will result in a labor charge of \$50 each additional 15 minutes, after the first half hour. To ensure quality of service, please allow a 15 minute clearing time immediately after your meal, prior to beginning of program. All menu choices are required 14 days prior to the event. Any choices provided after this cannot be guaranteed. If a menu has not been chosen by the customer 14 days prior, the menu choices will be determined using available or in-stock products.

All prices are per person unless otherwise stated and are guaranteed for a period of 90 days after which they may be subject to change.

For special dietary requests, please contact the WDM Catering Department two weeks in advance of your event. A sur-charge may apply.

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## **Guarantee**

A preliminary estimate of attendance is required when the menu is selected. A guarantee of the number of guests attending must be provided to the Western Development Museum - North Battleford 14 days prior to a function with 30 or more guests and seven days prior to a function with 29 or less guests. The greater of the guarantee, or attendees, will be charged to the client

## **Deposits**

In order to confirm your booking on a definite basis the cost of the room rental must be paid in full. This amount will be deducted from room rental costs on the final invoice. Deposits are NON-REFUNDABLE in the event of a cancellation.

## **Security**

The Western Development Museum does not supply security personnel or accept liability for any loss or damage to goods stored prior to arrival and during the function.

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# BANQUET AND MEETING ROOMS

## CAPACITIES AND SQUARE FOOTAGE

### **BATC SUMMER HALL** (open May-Sept. only)

Full Day: \$600, Half Day: \$400

9,641 sq. ft. with built-in raised dance floor

Ceiling height: 20 feet

Theatre style seating: 500

Round tables with 8 chairs per table: 400

Classroom Rounds with 6 chairs per table: 300

Classroom Longs: 160

### **HERITAGE HALL**

Full Day \$400, Half Day \$250

3,417 sq. ft.

Ceiling height: 12 feet

Theatre style seating: 300

Round tables with 8 chairs per table: 250

Classroom Rounds with 6 chairs per table: 192

Classroom Longs: 120

### **MUSE ROOM**

Full Day: \$220. Half Day: \$175

1,399 sq. ft.

Ceiling height: 12 feet

Theatre style seating: 130

Round tables with 8 chairs per table: 104

Classroom Rounds with 6 chairs per table: 78

Classroom Longs: 44

### **HARVEST ROOM**

Full Day: \$150, Half Day: \$100

800 sq. ft.

Ceiling height: 8 feet

Theatre style seating: 70

Round tables with 8 chairs per table: 40

Classroom Rounds with 6 chairs per table: 30

Classroom Longs: 32

### **BOARD ROOM** (Break Out room only)

Full Day: \$50, Half Day: \$25

\$25/hour rate applies for functions after regular business hours

250 sq. ft.

Ceiling height: 9 feet

Board Room style only: 10

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# SPECIAL FEATURES

## HERITAGE HALL, MUSE THEATRE, HARVEST ROOM, BOARD ROOM

- Complimentary wireless high speed
- Air conditioning
- P.A. systems
- LCD projectors and screens

Portable risers available for use in Heritage Hall & Summer Hall

All rooms are wheelchair accessible.

Free parking.

## WDM OUTDOOR HERITAGE VILLAGE

Gazebo with chairs \$100

Gazebo with chairs & sound system \$200

\$25/hour rate applies for functions after regular business hours.

*Ask our Event Coordinator for special occasion rental options taking place during the summer months.*

## Tableware:

Stainless steel cutlery, glassware and china rental \$\$.50/piece

Table set for eight guests with tablecloths, china, glassware, silverware and napkins \$50/table

## Linens:

72"x72" round black tablecloths (mid-length) \$8

120"x120" round white or purple tablecloths (full-length) \$14

## Equipment:

Flip charts including paper and markers \$10/day

Whiteboards including markers \$5/day

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## GAZEBO

Perfect for wedding ceremonies, entertainers and special events.



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