

## WESTLOCK INN

10411 100<sup>TH</sup> Street, Westlock, AB T7P 2G7  
Phone: (780) 349 4483 Fax: (780) 349 6503

[www.westlockinn.com](http://www.westlockinn.com)

### **BUFFET BREAKFASTS**

#### **RISE N' SHINE**

Apple Juice and Orange Juice  
Scrambled Eggs  
Bacon, Ham and Breakfast Sausages  
Hash Browns  
Toast  
Fresh Fruit Platter  
Preserves  
Coffee and Tea  
\$9.95 per person

#### **THE CONTINENTAL**

Apple Juice and Orange Juice  
Cinnamon Buns, Croissants, Muffins,  
Fresh Fruit Platter  
Preserves  
Coffee and Tea  
\$7.25 per person

#### **BIG BRUNCH BUFFET**

(Minimum of 50 guests)  
Apple Juice and Orange Juice  
Fresh Fruit Platter  
Muffins, Croissants, Cinnamon Buns,  
Assorted Deli meat Tray  
Tossed Salad  
Potato Salad and Coleslaw  
Pasta Salad  
Mushroom Salad  
Scrambled Eggs  
Hash Browns  
Eggs Benedict  
Bacon, Ham and Sausages  
Pancakes with Strawberry & Blueberry Topping  
Coffee and Tea  
\$14.95 per person

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2/1/2006

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### **REFRESHMENT BREAKS**

#### **COFFEE SERVICE**

10 cup service      \$12.50

30 cup service      \$37.50

50 cup service      \$62.50

100 cup service     \$125.00

Prices include tea and ice water service

#### **BEVERAGE SERVICE**

Fruit Juices \$16.00/ 60 oz pitcher

Milk \$16.00/ 60 oz pitcher

Assorted Fountain Pop \$12.00/ 60 oz pitcher

Canned Pop \$1.25/each

Juice Boxes \$1.50/each

#### **BREAKFAST TRAY**

(Minimum 15 - 20 guests)

Assorted muffins, cinnamon buns,

Croissants, English muffins,

Danishes and assorted bagels,

\$32.00 each

Assorted donuts

\$12.00/dozen

#### **PASTRY TRAY**

Assorted tarts and squares.

Assortments vary according to our

Baker's flair;

the results are always irresistible

\$30.00 each

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### **LUNCH BUFFET SELECTION**

#### **JUST SOUP AND SANDWICH**

(Minimum of 25 guests)

Soup of the Day

Assorted Sandwiches

(4 quarters per person)

Pickles & Condiments

Coffee and Tea

\$9.95 per person

#### **SOUP AND SANDWICH BUFFET**

(Minimum of 30 guests)

Soup of the Day

Potato Salad and Coleslaw

Assorted Sandwiches and Assorted Pickles

(4 quarters per person)

Vegetable Tray with Herb Dip

Assorted Desserts

Coffee and Tea

\$11.95 per person

#### **BUFFET ON THE RUN**

(Minimum of 30 guests)

Chef's Choice of Three Salads

Vegetable Tray with Herb Dip

Chef's Choice of Four Hot Items

Buns and Butter

Assorted Desserts

Coffee and Tea

\$13.95 per person

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### **COCKTAIL RECEPTIONS (I)**

#### **HOT HORS D'OEUVRES**

(50 pieces per tray; assorted)

Breaded Fantail Shrimp, BBQ Pork Ribs,  
Seafood in Puff Pastry, Breaded Mushrooms,  
Bacon Wrapped Beef Tenders,  
Bombay Chicken  
\$80.00

#### **VEGETABLE TRAY**

Fresh veggies cut to bite size portions  
Served with herb dip.

(10 – 15 guests)  
\$30.00

(25 – 30 guests)  
\$60.00

#### **FRUIT TRAY**

A refreshing assortment of seasonal fruits

(10 – 15 guests)  
\$38.00

(25 – 30 guests)  
\$76.00

#### **CHEESE TRAY**

A selection of domestic and imported cheeses garnished with fresh fruit

(10 – 15 guests)  
\$35.00

(25 - 30 guests)  
\$70.00

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### **COCKTAIL RECEPTIONS (II)**

#### **MEAT TRAYS**

Chef's Selection of deli meats served with buns and assorted pickles and vegetables

(10 – 15 guests)

\$55.00

(25 – 30 guests)

\$95.00

#### **COLD CANAPES**

(50 pieces per tray)

Smoked Salmon, Melon, Ham

Deviled Eggs, Shrimp

Cream Cheese and Cherry Tomatoes

Hungarian Salami, Anchovies & Olives

\$56.00

#### **COCKTAIL SHRIMP RING**

Served with Lemon and Cocktail Sauce

50 pieces

\$40.00

#### **SANDWICH TRAYS**

A variety of sandwich fillings on white and brown bread, quartered and served with pickles and vegetables.

(10 - 15 guests)

60 quarters

\$45.00

(25 - 30 guests)

120 quarters

\$90.00

#### **PARTY SNACKS**

Chef's Choice

(Serves 15 guests)

\$6.00/bowl

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### PLATED DINNER SELECTIONS

All Dinners Include Salad, Buns, Butter, Coffee or Tea

Chef's Choice of Potato & Vegetable and Dessert \$15.95

#### Roast Pork Loin with Apple Sauce \$17.95

This is a wonderful dish to serve during the holidays or for a special occasion dinner.  
A true classic.

#### Baked Ham with a Honey Glaze \$15.95

Tradition continues with this country classic. Scored and smothered in a honey glaze, this dish is sure to please.

#### Roast Turkey with Sage Stuffing, Cranberry Sauce and Gravy \$15.95

Traditionally roasted turkey hand carved, served with a succulent sage dressing and Chef's classic gravy. Why serve anything else.

#### Veal Cordon Bleu \$18.95

Pounded-thin veal lavished with a rich butter, ham and Swiss cheese, wine sauce, with delicately sautéed mushrooms spiking the sauce, it's a complete meal.

#### Chicken Cacciatore \$14.95

Tender chicken pieces, smothered with rich tomato sauce and topped with green peppers, mushrooms and carrots.

#### Alberta Roast Beef with Gravy \$17.95

A true classic. Hand carved AAA Alberta beef, served with pan gravy and horseradish

#### 8 oz. New York Steak Sandwich \$18.95

Perfectly Aged. Cooked to your liking and served with garlic toast and sautéed mushrooms.

#### Poached Salmon with Herbed Butter \$16.95

Versatile and elegant. Delicately poached fresh salmon filets are paired with herb butter.

#### Salmon Wellington \$18.95

Rich beyond reason, this pastry-wrapped salmon is the ultimate in dinner-party fare in the sixties. In our re-creation, salmon fillets cook in frozen puff pastry sheets.

#### Veal Parmesan \$18.95

Scaloppini of veal baked with marinara sauce and mozzarella cheese. A true Italian classic.

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### **WESTERN BUFFET**

(Minimum of 50 guests)

VEGETABLE TRAY WITH HERB DIP  
TOSSED SALAD WITH FOUR DRESSINGS  
CHEF'S CHOICE OF FOUR SALADS

### **CARVING SELECTIONS**

AAA ALBERTA ROAST BEEF  
ROAST PORK LOIN  
BAKED HAM  
ROAST TURKEY  
(With sage dressing)

### **ENTREE SELECTIONS**

HOISIN PORK RIBS  
OVEN ROASTED CHICKEN  
CABBAGE ROLLS  
PEROGIES

### **POTATO SELECTION (1)**

OVEN ROAST  
WHIPPED WITH GRAVY

### **VEGETABLE SELECTION (1)**

CARROTS WITH PEAS  
SWEET CORN NIBLETS  
GREEN BEANS ALMONDINE

ALL MEALS INCLUDE BUNS AND BUTTER, TEA AND COFFEE AND  
ASSORTED SQUARES AND CAKES, PUDDINGS, JELLO,  
AND FRESH FRUIT PLATTER FOR DESSERT

ONE ENTREE/ONE CARVING  
\$17.95 PER PERSON  
TWO ENTREES/ONE CARVING  
\$18.95 PER PERSON

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## **PEMBINA BUFFET**

(Minimum of 50 guests)

All Meals Include Buns and Butter, Tea or Coffee  
And A Wonderful Assortment of Delectable Desserts

VEGETABLE TRAY WITH HERB DIP  
TOSSED SALAD WITH FOUR DRESSINGS  
CHEF'S CHOICE OF SIX SALADS

### **CARVING SELECTIONS**

AAA ALBERTA ROAST BEEF  
ROAST TURKEY with sage dressing  
BAKED HAM  
ROAST PORK LOIN  
PRIME RIB \$3.00 extra

### **ENTREE SELECTIONS**

TARRAGON CHICKEN  
CHICKEN KIEV  
OVEN ROASTED CHICKEN  
POACHED SALMON  
VEAL PARMESAN

### **POTATO SELECTIONS (CHOICE OF TWO)**

RICE PILAF  
RISOTTO  
OVEN ROAST POTATOES  
SCALLOPED POTATOES  
WHIPPED WITH GRAVY  
STUFFED POTATOES

### **VEGETABLE SELECTIONS (CHOICE OF TWO)**

CARROTS WITH PEAS  
SWEET CORN NIBLETS  
GREEN BEANS ALMANDINE  
BROCCOLI WITH CHEESE SAUCE  
CAULIFLOWER WITH CHEESE SAUCE

TWO ENTREES, TWO CARVINGS	\$21.95 per person
THREE ENTREES, TWO CARVINGS	\$23.95 per person
FOUR ENTREES, TWO CARVINGS	\$25.95 per person

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## **INN GOURMET BUFFET**

(Minimum of 75 guests)

ALL MEALS INCLUDE BUNS, BUTTER, TEA AND COFFEE  
A WONDERFUL ASSORTMENT OF DELECTABLE DESSERTS  
INCLUDING: A FRESH FRUIT PLATTER AND DOMESTIC CHEESE TRAY

DEVILED EGGS  
SMOKED SALMON & SALMON PATE  
ASSORTED DELI MEAT TRAY  
VEGETABLE TRAY WITH HERB DIP  
TOSSED SALAD WITH FOUR DRESSINGS  
CHEF'S CHOICE OF SIX SALADS

### **CARVING SELECTIONS**

AAA ALBERTA ROAST BEEF  
BAKED HAM  
ROAST TURKEY  
WITH SAGE DRESSING  
ROAST PORK LOIN

### **ENTRÉE SELECTIONS**

CHICKEN KIEV  
VEAL PARMESAN  
BBQ BABY BACK RIBS  
BEEF STROGANOFF  
ROAST PORK TENDERLOIN

PRIME RIB

(\$3.00 PER PERSON EXTRA)

### **POTATO SELECTION (2)**

SCALLOPED POTATOES  
WHIPPED WITH GRAVY  
OVEN ROAST  
STUFFED POTATOES

### **VEGETABLE SELECTION (2)**

GREEN BEANS ALMANDINE  
STEAMED BROCCOLI  
CARROTS WITH PEAS  
SWEET CORN NIBLETS  
RICE PILAF

TWO CARVING, TWO ENTREES	\$23.95 PER PERSON
TWO CARVING, THREE ENTREES	\$25.95 PER PERSON
TWO CARVING, FOUR ENTREES	\$27.95 PER PERSON

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### **LATE LUNCH BUFFET**

(Minimum of 50 guests)  
(Only served with a full buffet)

Vegetable Tray  
Chef's Choice of Three Salads  
Assorted Deli Meats  
Cheese and Fruit Tray  
Buns and Butter  
Coffee and Tea

\$6.95/person

### **DESSERT BUFFET**

(Minimum of 50 guests)  
(Only served with a full buffet)

Assorted tarts and squares.  
Assortments vary according to our  
Baker's flair; the results are always irresistible

Additional \$3.00/person

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## WESTLOCK INN CATERING POLICIES

1. As is customary, banquet prices are subject to change due to fluctuating food costs.
2. Fifteen percent (15%) gratuity is applied to all Food and Beverage.
3. In order to ensure that all requests can be met, it is necessary that we receive menu selections no later than 14 days prior to the function. Requests for changes after this time may or may not be accommodated, based on the discretion of the hotel. Current prices at time of menu selection will apply.
4. A \$500.00 non-refundable deposit is required at the time of booking in order to guarantee space. This deposit will be applied to your bill. 75% of the estimated cost of the function must be paid for no later than 2 weeks in advance of the actual function date.
5. Receptions with less than one hundred and twenty five confirmed guests will be subject to a room rental fee.
6. Cancellation of functions other than Christmas parties and wedding receptions must be received 72 hours prior to the scheduled function or a cancellation fee equal to the value of the space held for you plus any guaranteed menus, will be billed to you. Should the hotel be able to resell this space, this fee may be waived.
7. Please advise the Sales & Catering Manager of guaranteed numbers of attendees two (2) days prior to the event. You will be charged for the guaranteed number or the number attending whichever is greater. If no guarantee is received, the number estimated at the time of booking will be used as a guarantee. NOTE: A decrease in the number of guests attending may have an impact on room rental charges.
8. Additional place seating of 10% over the guaranteed number, to a maximum of ten (10) individuals will be provided when space permits.
9. The Westlock Inn reserves the right to provide alternate function space. Should it be necessary to move your function to a larger room, you will only be charged the price previously quoted. If numbers warrant a change to a smaller room, you will be charged the lesser price.
10. The Westlock Inn will be the sole supplier of all Food items with the exception of wedding cakes.
11. The Westlock Inn will be the sole supplier of all Beverage items. If you wish to purchase your own liquor for the function you may purchase it from the Westlock Inn Liquor Store. In this case a \$5.00 per person corkage fee will apply and a \$10.00 per hour charge for each bartender will also apply. In this case, if you wish to charge your guests for alcoholic beverages you must purchase a \$25.00 liquor license from the Inn Liquor Store. If the alcohol is free of charge to your guests you will be required to purchase a \$10.00 liquor license from the Inn Liquor Store. Liquor Licenses as per the Alberta Gaming and Liquor Control Board.
12. All alcoholic beverages must be served in accordance with the laws of the Alberta Gaming and Liquor Control Board.
13. We would be pleased to arrange for the rental of appropriate audio/visual equipment through our supplier. Functions requiring extraordinary equipment or set up may be subject to additional costs.
14. To avoid damage to paint or wallpaper, we do not allow taping, tacking or attachment of any materials to walls, doors or ceilings without prior written consent from the hotel. Should any damage result from the above, the client will be billed for repairs.
15. The Westlock Inn will not be responsible for any loss of or damage to any articles left in the hotel or Banquet rooms prior to, during, or following any function.
16. A signed copy of our catering contract returned to the Sales & Catering Manager will ensure that all agreed upon arrangements are as stated.
17. Christmas parties require 90 days cancellation notice. Weddings require a nine (9) month cancellation notice.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CONVENOR

\_\_\_\_\_  
FOR WESTLOCK INN

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### **GENERAL INFORMATION**

### **AUDIO VISUAL RENTALS**

LASER POINTER	\$20.00	TV/VCR	\$30.00
OVERHEAD PROJECTOR	\$20.00	SLIDE PROJECTOR	\$25.00
FLIP CHART	\$10.00	PIANO	\$25.00
PA SYSTEM	\$30.00	WHITEBOARD	\$8.00

ROOM RENTAL RATES INCLUDE THE FOLLOWING:

SCREENS, SKIRTED DISPLAY AND REGISTRATION TABLES, PODIUM,

PHOTOCOPYING AND FAX SERVICES ARE AVAILABLE 24 HOURS DAILY AT THE FRONT DESK

### **DEPOSIT AND PAYMENT**

A deposit is required to reserve the function date. A function will not be booked nor date of function confirmed unless deposit has been received. A deposit of \$350.00 is required for all functions at the time of booking. The deposit will be refunded if a function can be rebooked for the same date.

Unless other credit arrangements are made prior to the function date, full payment is due upon completion of the function.

### **GUARANTEED NUMBER OF MEALS**

A guaranteed number for meals must be given 48 hours prior to the function date. The Convener undertakes to pay the quoted rates for the number guaranteed or in attendance, whichever is greater. The Inn will be prepared to serve 10% above the guaranteed number.

### **ROOM RENTAL, FOOD, BAR, CORKAGE AND OTHER CHARGES**

When a function has been booked and a deposit received, the Room Rental Fee currently in effect will hold for the function date. Food prices, liquor, beer and wine prices, corkage charges and all other charges quoted and currently in effect at the time the deposit is received and the function booked, are guaranteed for the function date only if they are selected at the time of booking. If items are selected or changed at a later date, prices in effect at the later date will be charged. All prices currently in effect are subject to change without notice. Menu selections will be dated and signed by both Convener and Authorized Hotel Representative.

We do not charge a room rental fee where food (excluding coffee service and light lunches) is supplied by the hotel for more than 100 guests, provided that the room is used for a meal function only. Where a room is used for a dual purpose, i.e., the meal and meeting in the same room, a set up charge of \$100.00 will apply. Where two rooms are used, one for a meal and one for a meeting, a room charge for the meeting room will apply.

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