

# CATERING MENU



## BREAKFAST

*Order Minimum Set at 15 People | Priced Per Person | Includes Coffee & Tea Service*

### EXPRESS

**\$14.75**

Croissant | Muffin | Danish  
Butter | Scratch Preserves  
Sliced Seasonal Fruit | Berries

### BOOSTER

**\$16.00**

Steel Cut Oatmeal | Sultanas | Brown Sugar  
Homemade Honey Toasted Granola with Dried Cranberries and Candied Maple Pecans  
Individual Assorted Fruit Flavored Yogurts  
Sliced Seasonal Fruit

### CLASSIC

**\$19.75**

Croissant  
Butter | Scratch Preserves  
Scrambled Eggs  
Crisp Bacon | Local Sausage  
Yukon Breakfast Potato  
Sliced Seasonal Fruit | Berries

### SIGNATURE

**\$23.50**

Croissant  
Butter | Scratch Preserves  
Aged Cheddar Omelet | Ham | Caramelized Onion | Peppers  
Local Sausage | Peppered Bacon  
Yukon Breakfast Potatoes  
Quebec Maple Syrup Crespelles  
Yogurt & Granola Parfait  
Sliced Seasonal Fruit | Berries

V-Sep 6, 2019

All prices subject to change without notice.  
Prices do not include tax. We do not charge gratuities.  
Menu selections are subject to availability.

Please note any specialized dietary requirements may incur additional charges.

# CATERING MENU



## BREAKS

Order Minimum Set at 10 People | Priced Per Person | Includes Coffee & Tea Service

### SWEET \$ 8.50

Cookies | Dessert Squares

### ENERGIZE \$ 10.50

Whole Fruit | Scratch Maple Pecan Granola Bars | Individual Fruit Yogurts

### BAKERY \$ 9.95

Scones | Muffins | Danish Butter | Scratch Preserves

### ARTISANAL \$ 10.50

OCCO Signature Scratch Donuts | Bomb Brownies

## A LA CARTE BREAK

### BITE \$ 11.25

Heirloom Vegetable Platter | Sriracha Hummus | Scratch Tortilla Chips | Pico de Gallo | Guac Cream Cheese

### BOWLS

Scratch Tortilla Chips | Guac Cream Cheese | Pico de Gallo \$3.75  
Homemade Potato Chips | Candied Bacon Dip \$3.75  
Pita Chips & Tortilla Shards | Charred Pepper Hummus \$3.75

### CHARCUTERIE & CHEESE \$ 16.95

Local Dry Cured Meats | Local Cheese Variety | Grape Clusters | Grilled Baguette | Crackers

### SWEET

Assorted Cookies \$3.95  
Dessert Squares \$4.95  
OCCO Signature Scratch Donuts \$4.95  
Individual Yogurt Parfaits \$4.95  
Scratch Maple Pecan Granola Bars \$4.95

### PLATTERS

Sliced Seasonal Fruit | Berries \$7.95  
Danish | Muffin | Croissant | Butter | Scratch Preserves \$6.95  
Artisanal & Imported Cheese Board | Grilled Crustini & Crackers \$9.95  
Heirloom Vegetables | Sriracha Hummus \$5.95  
Raw Bar | Honey Dill Shrimp | Tequila Lime \$11.25  
Scallop Crudo | Roasted Tomato Mussels | Smoked Salmon | Caperberries | OCCO Cocktail

### BEVERAGES

Starbucks Regular & Decaf Coffee & Tazo Teas \$3.50  
Assorted Juices \$3.00  
V8 Juice & Tomato Juice \$3.00  
Assorted Soft Drinks \$3.00  
Bottled Water \$3.00  
Perrier Water \$3.50

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# CATERING MENU



## LUNCH

Order Minimum Set at 10 People | Priced Per Person | Includes Coffee & Tea Service

### DELI

\$ 24.75

Daily Seasonal Soup  
Heirloom Salad | Concorde Grape Vinaigrette  
Scratch Sea Salt & Herb Potato Chips

#### Artisanal Sandwiches & Wraps

Roast Beef & Smoked Cheddar | Grilled Chicken |  
Turkey Club | Candied Bacon BLT | Portobello  
Mushroom & Charred Pepper

Freshly Baked Cookies

### ITALIAN

\$ 24.95

Caesar Salad  
Garlic Butter & Parmesan Baguette

Lasagna Bolognese  
Mushroom Arancini  
GF Penne Puttanesca

*Tiramisu*

### SOUPED UP SALAD

\$ 23.95

Daily Seasonal Soup  
Artisanal Rolls & Butter  
  
Chopped Romaine | Leaf Lettuces | Vinaigrette  
Assortment

Candy Cane Beet Wisps | Cherry Tomatoes |  
Boiled Egg | Peppers | Onion | Watermelon  
Radish | Bocconcini | Bacon Chop | Grated  
Parmesan | Guacamole | Quinoa  
Grilled Chicken Breast | Orange Brûlée  
Grilled Atlantic Salmon | Charred Lemon

Dessert Squares | Cinnamon Sugar Beignets

### FIESTA

\$ 23.95

Daily Seasonal Soup  
Artisanal Rolls & Butter  
Black Bean & Toasted Corn Salad

#### BYO TACO

Braised AAA Beef | Grilled Chicken Breast Strips |  
Crispy Cauliflower  
Grilled Flour Tortilla | Crisp Corn Tortilla  
Chipotle Mayo | Cracked Pepper Mayo |  
Chive Sour Cream | Avocados |  
Cherry Tomatoes  
Red Onion Chop | Sweet Mini Peppers | Jalapeño  
Heirloom Cherry Tomatoes  
Shredded Iceberg | Grated Cheddar

Tortilla Chips  
Pico de Gallo | Guacamole

Cinnamon Sugar Sopaipilla  
Dulce de Leche | Lime Whipped Cream

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## DINNER

Order Minimum Set at 25 People | Priced Per Person | Includes Coffee & Tea Service

### BUFFET

\$44.75

Daily Seasonal Soup  
Artisanal Rolls & Butter

### COLD

Mixed Field Greens | Romaine  
Vinaigrette Assortment  
Heirloom Cherry Tomatoes | Watermelon Radish | Candy Cane Beet Wisps  
Bacon Chop | Cucumber | Croutons | Parmesan

Tuscan Bean Salad | Sweet Peppers | Red Onions

Mozzarella & Vine Tomato Salad | Aged Balsamic Caramel | Fried Basil

### HOT

Buttermilk Mashed Potatoes  
Market Vegetables  
Cheese Tortellini Gratin | Sweet Peppers | Red Onion | Spinach | Rosé

AAA Beef Striploin | Horseradish Reduction  
Grilled Lemon Pepper Chicken  
Slow Roasted Whole Side Atlantic Salmon | Fennel Cream

### SWEET

Cake & Pie Assortment  
OCCO Signature Scratch Donuts  
Fruit & Berry Salad | Chocolate Fondue

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## PLATED DINNERS

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### PLATED DINNER #1

\$44.75

#### APPETIZER

#### CHOOSE 1

Jalapeno Cheddar Soup | Tortilla Crisps  
Roasted Tomato Basil | Creme Fraiche  
Heirloom Garden Salad | Bocconcini Cheese | Pomegranate Spheres | Heirloom Vegetables  
Candied Bacon Caesar Salad | Scratch Croutons | Shredded Parmesan

#### MAIN COURSE

#### CHOOSE 1

Grilled Honey Chicken | 3 Pot Roast | Rutabaga Puree | Seasonal Vegetables  
Carved AAA Roast Beef | Roasted Garlic Whipped | Jus  
Salmon | Pea Puree | Risotto | Caperberry Salad  
Craft Beer Braised Lamb Shank | Rosemary Polenta | Market Vegetables

#### DESSERT

#### CHOOSE 1

Warm Cinnamon Sugar Beignets | Vanilla Bean Ice Cream  
OCCO Brownie Bomb | Chantilly Cream  
Passion Fruit Berry Tart | Blueberry Bourbon  
New York Vanilla Bean Cheesecake | Lindt Chocolate Fondue

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## PLATED DINNERS

Order Minimum Set at 25 People | Priced Per Person | Includes Coffee & Tea Service

### PLATED DINNER #2

\$47.95

#### APPETIZER

#### CHOOSE 1

Roasted Root Vegetable Bisque | Parmesan Herb Soufflé  
Atlantic Seafood Chowder | Scallop | Shrimp | Salmon | Cod  
Wild Mushroom Arancini | Sun-dried Tomato Jam | Parmesan Crisp  
Smoked Duck Cobb Salad | Boursin | Avocado | Cherry Tomato | Candied Bacon | Boiled Egg

#### MAIN COURSE

#### CHOOSE 1

Carved AAA Tenderloin | Black Garlic Whipped | Honey Butter Seasonal Vegetables  
Maple Glazed Pork Tenderloin | Butternut Puree | Honey Butter Seasonal Vegetables  
Stuffed Chicken Supreme | Fingerling Roast | Honey Butter Seasonal Vegetables  
Hot Smoked Salmon | Tempura Shrimp | Charred Lemon | Squid Ink Risotto

#### DESSERT

#### CHOOSE 1

Hazelnut Praline Rocher | Dark Cherry Cream  
Chocolate Truffle Tart | Salted Caramel  
Chocolate Creme Brûlée Pyramid | Screech Berry Compote

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## BAR SERVICE

*Cash Bar | Host Bar*

### WINE

5 oz GLASS \$9.00      BOTTLE \$39

Peller Estates Chardonnay (White wine)  
Peller Estates Cabernet Merlot (Red wine)  
Trius Sauvignon Blanc (White wine)  
Trius Cabernet Sauvignon (Red wine)

5 oz GLASS \$11.00      BOTTLE \$50

Alamos Malbec (Red wine)  
Kim Crawford Sauvignon Blanc (White wine)

### SPIRITS

1 oz \$8.00

Vodka | Rum | Gin | Rye | Tequila  
Selection of mixes

1 oz \$9.00

Caesar Cocktail

### BEER

LOCAL CRAFT BEER      473 ML CAN \$9

Rotating selection of locally brewed Ottawa craft beers

DOMESTIC BEER      12 oz \$6.50

### DETAILS

**Cash | Host Bar:**

All the above prices include HST.

One (1) bartender provided for every 75 guests.

Should total bar sales not exceed \$300.00 (before taxes and service), a bartender charge of \$25.00 (+HST) per hour will be charged (Minimum 3 hours, set up and tear down)

**Host Bar Services:** An 18% service charge will be applied + HST

# CATERING MENU



## GENERAL INFORMATION

### MENUS AND PRICES

The menus listed have been designed for you by our catering team. Should you have something special in mind that does not appear, we would be pleased to meet with you and customize a menu specifically for your event. Prices are subject to change without notice.

### MENU SELECTION

Final menu selection should be made at least three weeks prior to your event. We encourage you to meet with our Conference Service Coordinator to discuss all your catering requirements.

Please advise the Conference Service Coordinator of any allergies or special dietary needs for your guests no later than five (5) business days prior to your event.

### FOOD AND BEVERAGE

The Albert at Bay Suite Hotel will be the sole supplier of food and beverage items. Exceptions may be allowed. Please see the Conference Service Coordinator.

At all functions, buffet items will be displayed for a maximum of one and a half (1.5) hours from the time stated on the Banquet Event Order. This is to ensure the quality and integrity of the product.

### GUARANTEES

Guaranteed numbers are required by 10:00 am, five (5) business days prior to the event. Final billing is based on guaranteed numbers or actual attendance, whichever is greater.

### PAYMENT

Direct billing is available for all Government accounts and for corporate accounts, pending credit approval. We suggest that you allow a minimum of three weeks for credit approval. All major credit cards are accepted for billing purposes as well.

We require a \$500.00, non-refundable deposit with signed contracts for all private and social functions. The remaining balance is due 48 hours prior to the event. Any outstanding balance will be payable one day following the event. Deposits are payable by certified cashiers' cheques, credit card or cash. A valid credit card number must be on file.

### TAXES

Food and beverage	13% HST	Audiovisual	13% HST
Alcoholic beverages	13% HST	Meeting rooms	13% HST



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## CANCELLATION POLICY

In the event of cancellation 30 days or less prior to the event, you will be responsible for the following fees:

30 days or more	No penalty	14 days or less	100% of projected revenue
Within 15-29 days	50% of projected revenue		

Please submit all cancellations in writing to The Albert at Bay Suite Hotel

## PARKING

Our parking facilities are subject to availability for guests attending your event. Parking is priced at \$23.95 per day per car.

## FUNCTION ROOM / SET-UP

Function rooms are held only for the hours indicated on your Banquet Event Order.

The hotel reserves the right to assign a more suitable function room should the number of guests and / or set-up requirements change.

Changes to rooms set ups with less than 24 hours' notice and / or changes to set ups after the Banquet Event Order (BEO) is signed will incur a minimum labor charge of \$250.00.

## SIGNAGE AND DECORATIONS

Signage, displays, banners and decorations brought into the hotel must be pre-approved by the Conference Service Coordinator. Signage must be of a professional nature and is restricted to certain areas of the hotel. **Tacks, nails, pin, or duct tape is not permitted; only masking tape and putty are acceptable.** Please see the Conference Service Coordinator prior to the function for approval. Open flame candles are not permitted in any of our function rooms.

## SHIPPING, RECEIVING AND STORAGE

Due to storage limitations, no materials may arrive earlier than 24 hours prior to your event and they must be removed within 24 hours. All deliveries will be accepted between 8:00 am – 4:30 pm, Monday to Friday. All packages must be clearly labeled with the following information:

Name of company or activity  
Date of event  
**Attention:** Banquet Manager

Name of meeting room  
Number of parcels

## SECURITY AND DAMAGES

The Hotel reserves the right to inspect and control all private functions.

The client, whose signature appears on the contract, agrees to be responsible for any damages done to the premises during the event by the client, his/her guests, invitees, employees or independent contractor. Damages include that to walls, doors, flooring, hotel equipment or any other. Should the function room be left in a condition that requires extra cleaning, an additional labor charge of \$25.00 per hour will incur. For certain events, the hotel may require that security guards be provided at the client's expense. Only hotel approved security firms will be used.