



# MOUNTAIN WEDDING *package* STEWART CREEK

– THE PERFECT BACKDROP FOR THE PERFECT DAY  
IN THE BEAUTIFUL CANADIAN ROCKY MOUNTAINS



## CEREMONIES

Available year round.  
Outdoor ceremonies with  
tent coverage. Indoor  
ceremonies available in the  
low season



## LASTING MEMORIES

Start your marriage off right  
with fresh mountain air, a  
crackling fire and superb  
western hospitality.



## RECEPTIONS

Book your cocktail  
reception, dinner and  
dance in our inspiring  
dining room with attached  
patio.



# A WARM WELCOME

Congratulations on your engagement and thank you for expressing interest in Stewart Creek Golf & Country Club as a venue for your wedding celebration. Our full-service clubhouse offers a rustic yet elegant atmosphere right in the middle of the majestic Rocky Mountains.

## INCLUDED IN YOUR WEDDING AT STEWART CREEK:

- Planning, guidance and support, including local vendor referrals
- On-site coordination on your wedding day
- Plated, buffet, cocktail and late-night menu options
- Menu printing for guests to choose their entrée night of your event (*\*plated menus only*)
- Professional and courteous service staff and superb culinary team
- All flatware, white linens and glassware
- Rustic wooden podium with microphone
- 4-hour shuttle service to get your guests home safely

"Love is a friendship set to music."  
—Joseph Campbell



# WEDDING CEREMONIES AT STEWART CREEK

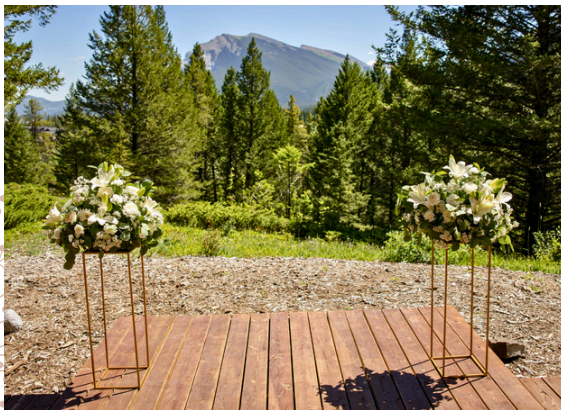
Wedding ceremonies are available at Stewart Creek year-round. Stewart Creek offers package-deal pricing for wedding ceremonies that are accompanied by a food and beverage minimum spend.

## CEREMONY & RECEPTION PACKAGE PRICING

Ceremony Fee is \$1000\* when booked in conjunction with a reception and includes: chairs, registry table, guest book/décor table, musician/DJ chairs/table, wedding coordinator's guidance, and speaker for you to play your own playlist.

## CEREMONY ONLY BOOKINGS

Select Monday to Friday dates are available for stand-alone ceremonies at a cost of \$2000\* which include: 3-hour rental of the tent area (between the hours of 12pm-5pm), a complimentary choice of Prosecco or hot chocolate/ coffee and Irish Cream service for all of your guests in addition to: chairs, registry table, guest book/décor table, musician/DJ chairs/table, wedding coordinator's guidance, and speaker for you to play your own playlist.



## OUTDOOR CEREMONIES (YEAR-ROUND)

*Be surrounded by trees, breathtaking views and fresh mountain air at your unforgettable mountain wedding.*

- 90 folding chairs available.
- patio heaters & string lighting
- tent access at 12:00pm day of wedding for setup
- during the low season, the indoor/outdoor decision must be made at 9am the day before your planned ceremony
- guests will not be able to enter the clubhouse for reception until **5pm**



## INDOOR CEREMONIES (LOW-SEASON ONLY)

*Wooden – beamed ceilings, large windows and our stone fireplace offer a rustic and elegant space to say, "I do."*

- maximum of 90 seats
- room access at 12:00 pm day of wedding
- 3 hours required to flip room for dinner service
- **guests must leave site in between Ceremony and Reception**

\*Please Note: There will be a 20% service charge and 5% GST applied to the ceremony fee.

# WEDDING CEREMONIES POLICIES

## CEREMONY REHEARSAL

We will do our best to accommodate any requests for ceremony rehearsals hosted on site the day before your wedding during regular business hours (9am – 5pm). Please speak to your wedding coordinator 1 month prior to discuss availability and timing. Please note: due to the operation of our restaurant, indoor ceremony rehearsals are not available.

## CEREMONY ONLY BOOKINGS

Since access to the ceremony site is granted at 12:00pm the day of your wedding, you are able to store your décor with us the day before your wedding. As an added service, we will help with basic decoration set up of your wedding to help relieve stress on the big day (\*some limitations apply as detailed in the booking contract). In order to take advantage of this opportunity you must schedule a meeting with your wedding coordinator the week of your wedding.

All décor must be removed from the ceremony tent on the day of your wedding.

Flower petals, confetti and rice is strictly prohibited to be used for ceremonies. A clean up fee will be added if required. Tape, tacks and nails are not permitted and you will be charged for damages to any space on Stewart Creek property. You are not permitted to hang string lighting or décor from the rafters of the tent. Open-flame candles are not permitted, only battery operated candles are welcome to be used in the ceremony tent.



If you would like your dog to be part of your outdoor ceremony, pets are permitted as long as they have a handler that keeps them on-leash at all times. Dogs are only permitted in and around the ceremony tent, and all messes must be cleaned up by the handler or a clean-up fee will be applied to your account. Pets of any kind are not permitted inside the clubhouse unless they are certified service dogs.

\*Please Note: There will be a 20% service charge and 5% GST applied to the ceremony fee.

# WEDDING RECEPTIONS AT STEWART CREEK

Enjoy the private setting of our rustic dining room and attached patio with breathtaking mountain views. Wedding receptions are available at Stewart Creek year-round and can host up to a maximum of 90 guests.

## ROOM RENTAL DETAILS

**Room Rental: High Season (May – October) \$3650 | Low Season (November – April) \$3250**

- Complete set up of your dining room including, white house linens and matching napkins, white china, glassware and flatware.
- Round or rectangular tables with seating for up to 90, as well as extra tables for guest book, gifts, cake, favours, etc.
- Printed menus with guest choices are provided for all plated meals.
- A podium with wireless microphone, dance floor, service staff.
- SOCAN/ ReSound fees to allow for music to be played at your event.
- A 4-hour courtesy shuttle to get your guests home safely is also included.

**Please note there is a \$6000 food and beverage minimum spend that is required when booking a reception at Stewart Creek.**



\*Please Note: There will be a 20% service charge and 5% GST applied to the room rental fee

# WEDDING RECEPTION POLICIES

## ROOM ACCESS

Main dining room access for décor setup begins at 12pm the day of your wedding. Receptions may begin no earlier than 5:00pm. The patio and front dining area will not be available for décor setup until 4pm during the high season. If hosting an indoor ceremony (\*low season only), a minimum of 3 hours is required to transform space for dinner service. Guests must leave site in-between an indoor ceremony and reception, or when an outdoor ceremony takes place earlier than 4pm.

## RECEPTION DÉCOR SET UP/ STORAGE

Since access to Stewart Creek is granted at 12pm the day of your wedding, you can store your décor with us (with the exception of live florals, cakes, and arbors/arches). As an added service, we will help with basic decoration set up on the day of your wedding to help relieve stress on the big day. In order to take advantage of this opportunity you must schedule a meeting with your wedding coordinator the week of your wedding.

*\*Some limitations do apply- In certain cases, an additional labour fee starting at \$250 will be applied to your account when Stewart Creek is asked to set up décor beyond the basics (ie. applying chair covers, arranging loose florals into vases or on tables, constructing any décor from original packaging).*

**Chair rentals-** There is a minimum \$250 fee (\*per location) to bring in your own chairs. This covers the removal and storage of Stewart Creek's chairs as well as basic setup of the rental chairs. Delivery and pickup times must be scheduled and approved at least 1 month in advance by your coordinator.

All décor must be picked up within a scheduled time frame, the morning after your wedding. Décor restrictions include: artwork cannot be removed from the walls, the use of tape/tacks/nails are prohibited, lights are not permitted to be strung from the rafters of the ceiling or on the patio and open- flamed candles must have a base to catch all wax. Please note: Open-flame candles are not permitted for any floor decor, only battery operated candles are allowed.

## FLOOR PLAN

Stewart Creek can host up to a maximum of 90 guests only if you select a floor plan recommended by Stewart Creek. Your wedding coordinator will be happy to work with you to create the best seating arrangement for your wedding numbers. Both round and rectangular tables are available as table options at Stewart Creek. The final floor plan, with the number of guests seated at each table, is required 7 days in advance of your wedding. Any special dietary meals (including allergies, vegetarian, kids' meals) must be marked on the seating plan.



# FOOD & BEVERAGE POLICIES

## MENU POLICIES

- We offer a wide variety of menus including: 4-course plated options, buffet options and cocktail and late night selections.
- Plated menus include a printed menu for each guest so they can choose one of 3 entrée options the night of your event.
- Buffet menus includes artisan bread, salads, choice of 3 mains, and chef inspired dessert selections.
- Vegan/Vegetarian and children's meals are also available, and must be pre-selected in advance. (\*Additional charges may apply)
- Menu options and pricing are guaranteed up to 120 days in advance of your wedding.
- Stewart Creek does not offer any food or wine tastings for wedding menus.
- Due to health and safety regulations, no food from Stewart Creek can be removed from the premises.

## FOOD & BEVERAGE MINIMUM SPEND

A minimum of \$6000 must be spent on Food & Beverages to host a wedding at Stewart Creek.

Guest purchased sales, room rental fees and service fees do not go towards this minimum. If your Food & Beverage minimum is not met, a surcharge will be applied to get you to \$6000.

## MENU SELECTIONS

Are due a minimum of 1 month before the wedding, with final numbers of guests 7 days before. This includes all dietary restrictions and food allergies. Please note we are not able to accommodate for allergies that are not communicated to us in advance.

\*Additional fees may apply for special meal requests.



## OUTSIDE CATERING

Local & Provincial Health Regulations dictate that all food and beverages (with the exception of wedding cakes, cupcakes and candy buffets) must be catered by Stewart Creek.

## CAKE CUTTING

Cake cutting fee of \$2 per guest is applied when cake is cut and served to your guests. All cakes must come from a commercial bakery.

\*Please Note: There will be a 20% service charge and 5% GST applied to all food and beverage purchases

# FOOD & BEVERAGE POLICIES

## BEVERAGE POLICIES

- All beverages are to be purchased from Stewart Creek. For bar service, host, guest purchased, subsidized and pre-determined ticket bars are available.
- Guest purchased bar sales do not count towards the food & beverage minimums.
- Beverage service cannot begin before 10:00am and must finish with last call no later than 12:45am with the bar closing at 1:00am.
- All guests must be off the property by 1:30am.
- Stewart Creek is a Cash-Free facility, all major credit cards and debit is accepted.

Guests are able to leave their vehicles in the parking lot overnight and are encouraged to take the shuttle home as part of a "safe ride home" program

**If minors are found consuming alcohol during the event, or if any guests are found consuming their own alcohol on the premises or in the parking lot, Stewart Creek will close the bar for the evening and the event will be finished.**



\*Please Note: There will be a 20% service charge and 5% GST applied to all food and beverage purchases





# PRICING AND PAYMENT POLICIES

## BOOKING DEPOSIT

A deposit (high season- \$3650, low season- \$3250), along with a signed contract, is required at time of booking to secure your preferred date. Deposits are non-refundable and non-transferrable within 1 year of your booked wedding date. This deposit will be applied to your final bill. If you choose to cancel outside of the 1 year, your deposit will be returned minus a 15% administration fee.

## PRE-PAYMENT

Total payment is due 7 days prior to your wedding. This amount is estimated based on your guaranteed minimum numbers. You will be responsible to pay for all food, and all estimated beverages, rental fees,

GST, and service charges. The following week after the wedding, our accounting department will reconcile the actual costs and any credits or further payments will be automatically applied to your credit card.

## DAMAGES

Should damages occur in any of the spaces at Stewart Creek, due to the negligence of any wedding guests, an assessment of damages will be made. The bride and groom will be notified after their event and are responsible for immediate payment of the assessment.

**Stewart Creek is not responsible for damages to or loss of any articles left at the clubhouse during the wedding.**



We can't wait to celebrate  
with you!