



## **WELCOME TO THE FIREFIGHTERS BANQUET GUIDE**

We at the Firefighters Banquet Hall are pleased to provide you with catering and service suggestions that will make all your occasions a memorable success. You will find throughout, numerous suggestions and ideas ranging from basic buffets, to gourmet full service receptions.

Please keep in mind, the menus we offer are simply suggestions. Our banquet coordinator and Chef would be pleased to accommodate you in designing a menu for your next function that will meet your own personal preferences.

It is our goal to offer you top quality food and service. We will work with you to plan every detail, offering our experience, advice and service that is sure to make your event a great success.

The Firefighters' Banquet Hall is centrally located in Burnaby. We offer plenty of free parking. Other features include: natural light, air conditioned rooms, high ceilings, soft oak decor, a brass rail bar, and a boardroom for the wedding party to wait, refresh and relax. Guests are also invited to wait in the Firefighter's Club, located on the main floor, which has all the amenities, before the bride and groom arrive.

During January, February and March, we offer a 10% discount when booking a complete package.

To help you plan your next function, please note the following guidelines. If you have any concerns or inquiries, we would be more than happy to assist you.

**Banquet Line: 604-437-6338**

**Email: [firefightersclub@telus.net](mailto:firefightersclub@telus.net)**





# Banquet Guide

For your complete satisfaction, please confirm the booking of your event and the details at your earliest possible convenience. This will assure and protect your desired event date and/or any special arrangements.

A 5% discount will be applied to hall rental for firefighter club members on one year good standing (proof of membership required).

Period covered in the hall rental is from 1pm - 1:30am (for the evening bookings) and 9am - 5pm (for daytime bookings). Hall must be vacated by all non-staff members by 1:30am (except Sundays where hall is to be vacated by 12:30am).

Use of the Firefighters Banquet Hall name or logo in advertising is prohibited without prior approval of the Firefighters Banquet & Conference Centre.

The convenor agrees to indemnify and save harmless Firefighters Banquet Hall against any and all claims and expenses presented by any person or persons, firm or firms, corporation or corporations, attending the function. Same to apply to vehicles and their contents.

Responsibility is assumed by the convenor or host company for personal property, loss or damages sustained to any part of the Banquet Hall premises or equipment which is caused by any person attending the function. Same to apply to vehicles and their contents.

All food served on premises is to be supplied by the Firefighters Banquet and Conference Centre, with the exception of pastries for special occasions (must be prearranged with the caterer).

One menu will be selected for all guests. Limited dietary substitutions can be made available upon prior request. Note: exception made for children under the age of 12 years.

Guaranteed number of guests to be supplied to caterer 14 days prior to the event date.

Client responsible for placement and removal of all decorations and table accessories that they provide.

Additional charge will apply when marriage ceremony is held in hall.

Bridal change rooms are not available.

When decorating hall, only masking tape is acceptable (tacks, pins, staples, nails, and all permanent markers are strictly prohibited and subject to a \$125.00 fine).

Subject to availability, hall may be decorated one day prior to event date. (Fee to be negotiated)

Client is responsible for providing an accurate and valid liquor license -- absolutely no alcohol will be served in absence of such license.

No liquor served to minors - ID will be required.

All liquor service will cease at 1:00am (12:00am on Sundays).

Liquor is to be delivered to banquet hall on event date after 10 am.

All functions serving liquor must also have food served. Outside bar staff not permitted.

Management (or employees in charge) reserve the right to not serve, or discontinue service of, alcoholic beverages to anyone at anytime.

HST will be added to final bill and is not included in quoted prices.

Payment schedule : \$500.00 (public), \$300.00 (FF), at time of booking; 25% of projected bill 6 months prior to event; 25% of projected bill 2months prior to event, guaranteed guests and final amount owing 14 days prior to event.

Payment methods accepted : Cash/Visa/MasterCard/Certified Cheque/Bank Draft. 2% surcharge over \$1000.

Refund Policy: If booking is cancelled 6 months or more prior to event date and same date is re-booked, 75% of deposits will be refunded. All cancellations made less than 6 months prior to event date, no refunds issued (NO-EXCEPTIONS).

The Firefighters Banquet Hall prohibits ticket selling at the door.

The Hall is unable to provide labour or equipment for moving items in and out of the premises.

The Firefighters Banquet Hall assumes no responsibility for unavailability to perform services as a result of any strike, flood, fire, major force or act of God.

A damage deposit of \$500.00 will be required for the event. Upon completion of the occasion, the damage deposit will be returned to the client pending on the damage to the facility. (Note: Credit Card # is also acceptable)

Any function exceeding the specified time in the Banquet or Conference Room, as the function ending time, will be subject to a \$100.00 per hour fee.

A \$5.00 per person surcharge will be added on to each "additional" dinner order, when "numbers" ordered for function exceed a 10% change, or greater ...

Firm arrangements must be made with banquet coordinator as to time that decorator will be arriving to decorate the hall.

All liquor must be consumed in the banquet hall, or in designated function related areas. AT NO TIME IS ANY LIQUOR TO LEAVE THE FACILITY.

The banquet hall staff will abide by the guidelines outlined in the Banquet & Conference guide, and will also follow by the rules stated on the BCLCC Occasional Permit.

The facility is non smoking, therefore there will be no smoking in the banquet hall (NO - EXCEPTIONS).

Please Note : For all quotations, prices are subject to change after a 30 day period, unless contract is signed, and figures are agreed to by both the Firefighters Banquet & Conference Center Representative, and the patron(s) of the facility.





# Banquet Guide

## BAR

1. It is your responsibility to provide a liquor license (absolutely no liquor will be served without a liquor license). **ABSOLUTELY NO ALCOHOL TO MINORS.**
2. Outside Bartenders are not permitted.
3. Bartending shifts start one and a half to two hours prior to scheduled bar opening time and will end when function is complete.
4. Any left over liquor will be returned to you at the end of the function.
5. Management reserves the right to, not serve, or discontinue service of liquor, to anyone, at any time.
6. Any guest exhibiting inappropriate behavior will be asked to leave.
7. Last call at the bar will be given at 12:30 am. Last drink served at 12:45 am, all liquor consumption must cease by 1:00 am as governed by BC Liquor Law, no liquor is to be served before 11:00 am. Note : times are different for Sunday, please ask.
8. Alcoholic beverage consumption is not permitted outside Banquet Hall entry doors (i.e. hall ways/downstairs foyer/rest rooms/etc.).
9. All liquor must be delivered to the Banquet Hall Manager, or designate, on the day of the event.
10. As an added feature, the Firefighters Banquet Hall can make the necessary arrangements to have the liquor for your event, ordered, delivered, and picked up for yourself. The service is Mobile Bar Service, -- the exclusive supplier of liquor services for the Firefighters Banquet Hall. They can provide kegs, pony kegs, wine, champagne and spirits for your special function. There is an ADDITIONAL FEE for this service. Whatever liquor is ordered, is what is to be paid for, We make all the arrangements! Please note, you will still be required to obtain a liquor permit.
11. For your special occasion, we give you special treatment. During the entire dinner, our professional courteous staff will provide the head table with bar service. We will take your order for the beverage of your choice and deliver to you personally throughout the meal.
12. Bartenders fee : no charge. We provide 1 Bartender per 70 people.

## CORKAGE

1. Corkage excludes all liquor -- this is the responsibility of the client.
2. Corkage relates to : bar glassware, bar equipment, carbonated mix, ice, straws, juices, condiments (Tabasco sauce, celery salt, Worcestershire Sauce, salt, pepper, lemons and limes).

## MUSIC/PA SYSTEM

1. The banquet hall is equipped with a: PA system, microphones, podium, dance floor lighting and mirror ball.
2. Your entertainer is responsible for all other equipment and must cease "entertaining by 1:00 am".
3. If you require any additional audio visual equipment, arrangements can be made with our exclusive supplier **Delta 4 Projection Systems Inc.** They provide everything from : risers and stereo equipment to video cameras. PLEASE ASK FOR MORE DETAILS.
4. Background music will be provided at no additional cost if there is no entertainer present at your function.

## SOCAN

Society of Composers, Authors and Music Publishers of Canada, tariff 8 charges are included in all banquets where live or recorded music applies.





# Banquet Guide

## DECORATING

1. The client is responsible for all decorating including the placement of all items on guest tables other than items provided by the hall.
2. Only Masking Tape may be used. The use of tacks, pins, nails, other tapes or any permanent markers is strictly prohibited.
3. The hall may be decorated on the morning of the function (not before 10 am). This is to be arranged with the banquet manager.
4. All decorations for the function, must be removed from the banquet hall immediately following the event, unless prior arrangements are made with the banquet manager.

## MARRIAGE CEREMONY

1. Separate set up for a ceremony in the banquet hall (fee to be negotiated) must be prearranged with the banquet manager only.
2. For a more quaint, private wedding ceremony, the boardroom can be utilized as a chapel for ceremonies of up to 30 people (fee to be negotiated).

## HALL RENTAL

1. There is a hall rental fee.
2. Firefighters Banquet Hall performs the set up, clean up and "knock down of the hall".
3. Capacity of the hall is 250 for dinner/dance.

## SOME FEATURES OF THE HALL

4900 sq. feet  
hardwood floors  
30' woodfinished bar  
coat room  
air conditioned  
300 sq. foot stage

## WHEELCHAIR ACCESS

1. Elevator from ground level to banquet level, to provide easy access.
2. Wheelchair accessible washroom.

## WASHROOM ACCESS

"Larger than normal" ladies bathrooms.

## LOCATION

1. Two blocks from the Skytrain
2. Free covered parking on the third level south of the Metrotown parking complex.

## PHOTO STUDIO/GREEN ROOM

A separate room is available for your usage.

## ICE SCULPTURES

We provide the service where you may custom order an ice sculpture of your choice. Fee for this is to be negotiated.





# Banquet Guide

## REHEARSALS

Prior arrangements must be made with Banquet Manager. No rehearsals will be booked on a Friday, Saturday or Sunday. Fee for this to be negotiated.

## CHAMPAGNE FOUNTAIN (Non-Alcoholic)

We provide you with the elegance of a champagne fountain for your special occasion to add that little extra. Available from cocktails through to end of dinner service.

## LINEN SERVICE

We provide all the linen table cloths and linen napkins. We utilize a major supplier and are able to match, or closely co-ordinate, the napkin colour you require. Please note: white table cloths are used exclusively. Colour table cloths can be utilized (fee to be negotiated). All main tables are skirted (Head table, Cake table, Registration and Gift table).

## CAKE SERVICE

The Firefighters' Banquet staff will cut and present your wedding cake buffet style, as the main focal point of your desserts. (Per person service is an extra charge).

## WINE SERVICE

The Firefighters' Banquet staff will un-cork and present your wine to each table as directed by the wedding couple.

## CENTERPIECES

The Firefighters' Banquet Facility does include the use of 11" round mirrors and votive candles to accent the table centerpieces. As well as large artificial floral arrangements for accenting the main tables.

## PARTY ALCOHOL LIABILITY INSURANCE

Provided through Yorkville Insurance Services, 1 million dollars liquor liability insurance is included. (To upgrade please see the Banquet Co-ordinator)

## EXTRA INFORMATION

1. Unlimited coffee for duration of function.
2. Kids under 12 are half price and under three are free. (applicable only to buffet style menu)
3. A separate menu can be made for children or people with a special diet.
4. Table numbers and stands are available at no cost.

## QUOTES

All Quotes are done based on number of people, days of the week, and type of menu. Your per person price includes everything explained in the Banquet Package. (if not otherwise stated) The only additional charges will be 12% H.S.T. and a 10% gratuity. The gratuity is based on the per person price of the catering alone, not the whole per person cost.





6515 Bonsor Avenue  
 Burnaby BC, V5H 3E8  
 Banquet Line: 604 - 437-6338  
 Email: firefightersclub@telus.net  
 Fax: 604 - 437-1109

TO THE CONFERENCE MANAGER:

The following are my comments on our recent function held at the Firefighters Club . . .

Name of party or organization: \_\_\_\_\_

Date of Function: \_\_\_\_\_ Room(s) used: \_\_\_\_\_

PLEASE MARK (✓) YOUR EVALUATION	EXCELLENT	GOOD	FAIR	POOR
Pre-Function arrangement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff attitude-friendly, helpful, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Room arrangements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beverage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

May we help you with other functions in the future - conventions/seminar/meetings/parties, etc.? \_\_\_\_\_

Name of person to contact: \_\_\_\_\_

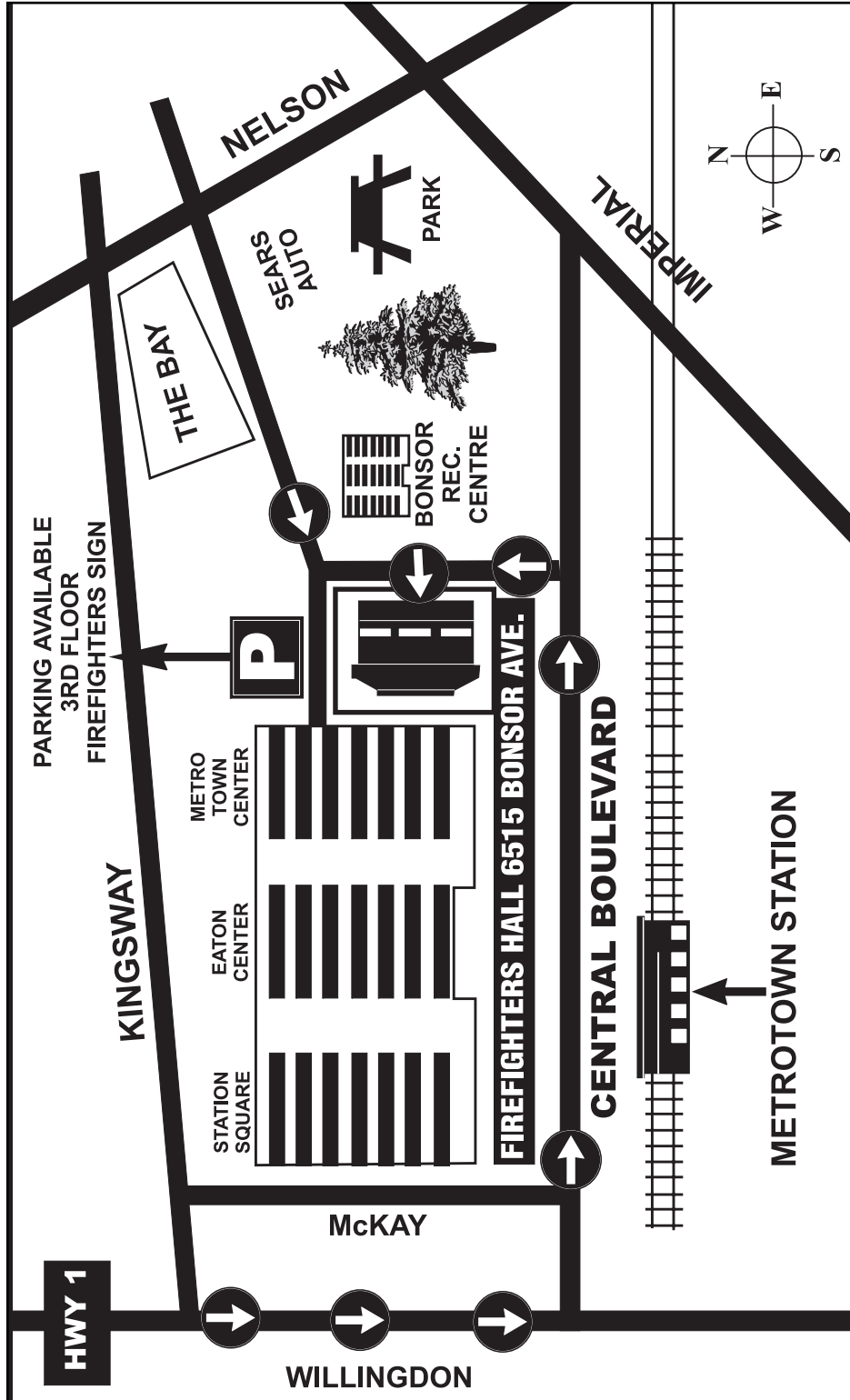
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

We appreciate hearing from you. Signed \_\_\_\_\_



# Map





## RECEPTION & PLATTERS

Sliced Smoke salmon, capers, Bermuda onions, lemon, baguette  
1 Kg Brie wheel warm peppers, balsamic reduction, Baguette & carris crackers  
European cheese board variety of seven, Baguette & carris water crackers  
Assorted grapes & berries  
Peppercorn Striploin of Beef, horseradish mayo Potato Baguette  
Glazed honey ham, pineapple chutney, balsamic grainy Dijon, baguette

## ASSORTED COLD PLATTERS

Deli Meat Platter, Cured & cold cuts, Assorted pickle jardinerie  
Garden fresh vegetable Basket with Spicy guacamole & herb cream dip  
Fresh fruit platter, lemon balm yogourt, Seasonal berries  
Assorted Finger sandwiches

## HOT & COLD HORS D'OEUVRES

Sausage Rolls	California Rolls
Mini spring Rolls	Assorted sushi
Assorted Quiche	Prawn & Melon
Peppercorn Meatballs	Smoked Salmon cream cheese
Assorted chicken wings	Tomato Bocconcini
Chicken satay thai dressing	Curried vegetable wrap
Beef satay scallion oil	Baby Shrimp pesto
Mini Samosa	Brie & flamme grape





# Plate Service

## SOUPS

### HOT

Butternut Squash & orange  
nutmeg cream

Vine ripen field tomato & gin  
basil oil

Tiger Cilantro Prawns warm noodle  
Soy Vinaigrette popodum cracker

Double smoked Bacon Rissoto  
shared Reggino, Balsamic Réduction

Three onion tart, cirtus cream  
Asiago, Black olive tapenade

### COLD

Fraser Valley goat cheese warm Ratatouille  
Mesclun Greens

Roma tomator, English cucumber, Red onion,  
Virgin olive oil, Black olive taperade

Grilled chicken Romaine Sui-chio Salad  
Oriental dressing, crispy won-ton

Seasonal Barnston greens-grape tomato,  
cucumber, house balsamic vinaigrette

Romaine spears focciaca croutons  
Asiago crisp, ceasar drizzle





## Plate Service

### ENTREES

- Beef tenderloin, stilton crust garlic & shallot confit  
Red wine reduction
- Grilled ribeye steak with rosemary forest mushrooms,  
peppercorn red Wine glaze
- N.Y. striploin steak, tiger prawns  
five star Brandy Madagascar green peppercorns
- Roast Prime rib crispy onions  
fresh thyme red wine jus
- Roast Pork loin Apple & fennel compote  
grainy mustard sauce
- Dijon crusted Rack of Lamb  
rosemary & fresh mint Jus
- Chicken Breast with Baby Shrimp  
parsley citrus cream
- Chicken breast with pistachio & cranberry  
expresso shallot cream
- Chicken Breast, Double smoked Bacon pearl onions  
natural Jus
- Cajun grilled Salmon  
papaya fruit salsa
- Baked Salmon, Braised leek & fennel  
citrus cream
- Baked Halibut, roasted red pepper coulis  
black olive tapenade
- Includes choice of Starch -  
Yukon nugget potato, Parsley Butter  
White nugget Potato Virgin olive oil, lemon juice  
Roast Trio - Potato nuggets Basil butter  
Basmati Rice Kaffir leaf cilantro oil  
Roast garlic mash or Boursin cheese mash potatoes  
Reggino rissoto

### DESSERTS

- Belgium chocolat ganache triple berry coulis  
N.Y. cheesecake Strawberry compote  
Double chocolate Pate White chocolate sauce  
Vanilla bean ice cream strawberry coulis chocolate shavings  
Mango sorbet champagne fizz lemon balm  
Chocolate Bourbon Pecan Pie Papaya coulis  
Fresh fruit flan Blueberry compote

Includes coffee & tea





# Buffets

## **BUFFET # 1**

Seven assorted breads and butter

Mixed valley greens

Our own balsamic and lemon shallot vinaigrette

Romaine Caesar salad

Garlic dressing, herbed croutons, shredded asiago

Mediterranean platter

Tomato, cucumber, red onions, kalamata olives, roasted garlic and grated feta

Farm butter parsley nugget potatoes

Garden vegetable medley and bermuda onions

Fussili pasta, sun-dried tomato mushroom ragout, rosé sauce

Oregano lemon peppercorn roasted chicken, natural jus

Garlic-infused Black Angus roast beef, red wine au jus

Seasonal fresh fruit

Assorted finger sweets





# Buffets

## **BUFFET # 2**

Seven assorted breads and butter

Mixed valley greens

Our own balsamic and lemon shallot vinaigrette

Romaine Caesar salad

Garlic dressing, herbed croutons, shredded asiago

Greek salad

Tomato, cucumber, red onions, bell peppers, feta,  
kalamata olives, red wine vinaigrette

Herb roast chicken, cilantro tomato, kalamata olives, pearl onions

Pesto fussili pasta, Pacific baby shrimp, pancetta vacon

Parsley extra virgin olive oil nugget potatoes

Garden vegetable medley, bermuda onions, lemon olive oil

Garlic-infused Black Angus roast beef, natural au jus

Seasonal fresh fruit

Assorted finger sweets





# Buffets

## BUFFET #3

Seven assorted breads and butter

Mixed valley greens

Our own balsamic and lemon shallot vinaigrette

Romaine Caesar salad

Garlic dressing, herbed croutons, shredded asiago

Roma tomato, pearl bocconcini and black olive tapenade

Scallion drizzle and roast garlic cloves

Calypso Salad

Seasonal assorted melon, Pacific baby shrimp, Louis brandy dressing

Roast trio root potato salad

Pancetta bacon, cilantro, dijon, olive oil

Kaffir-lime basmati rice

Baby nugget potatoes, sweet onion and garlic butter

Garden vegetable medley, bermuda onions, pesto farm butter

Oregano lemon peppercorn roasted chicken

Double smoked bacon, kalamata olives and pearl onions

Garlic-infused Black Angus roast beef, natural au jus

Seasonal fresh fruit

Domestic cheeseboard

Assorted cakes & flans





# Buffets

## BUFFET #4

Seven assorted breads and Armenian snap

Crisp romaine hearts, oven-dried asiago  
Garlic aioli, herbed foccacia croutons

Butter lettuce, grape tomatoes, grated feta, raspberry vinaigrette

Charred artichoke and chickpea salad  
Roma tomato, pearl bocconcini, scallion drizzle

Field mushroom and bell pepper salad  
Balsamic and Capriny goat cheese dressing

Shaved Calbrese salami, tarragon tiger prawns  
Oven dried vine ripened tomatoes, shaved Parmigianno Regianno

West coast seafood mirror  
Smoked salmon, baked wild salmon, Indian candy salmon,  
Pacific baby shrimp, poached asparagus, citrus vinaigrette

Kaffir-lime basmati rice

Roasted trio nugget potatoes, oregano lemon sea salt

Garden vegetable medley, bermuda onions, farm butter

Baked cilantro red snapper  
Sun-dried tomatoes, capers, artichokes, extra virgin olive oil

Seared chicken breast, braised leeks, roasted pearl onions, Frybe bacon

Garlic-infused Black Angus roast beef, natural au jus

European cheeseboard

Seasonal fresh fruit

Assorted cakes & flans





# Outside Catering

## MENU #1

Your choice of Soup:

Minestrone  
Chicken Vegetable  
Split pea & ham  
Cream of tomato  
Cream of mushroom

Beef vegetable barley  
Broccoli & cheese  
Roast garlic & potato  
Leek & potato  
Corn chowder

Assorted Sandwiches:

Honey ham, Dijon mayo  
Smoked turkey, cranberry chutney  
Roast Beef ,Horseradish mayo  
Tuna salad with baby dill pickle  
Egg salad , scallions & Tabasco  
English cucumber & cream cheese

Seasonal Fruit Platter  
or  
Assorted sweets platter  
or  
1/2 & 1/2 Platter  
Beverages extra



## MENU #2

Barnston Seasonal greens  
with tomato and cucumber

choice of 2 dressings:  
Ranch, Italian, 1000 island  
sundried tomato vinaigrette

Assorted Deli Sandwiches

Seasonal fruit platter

Assorted finger sweets

Includes:water & pop



## MENU #3

Warm grilled herb chicken wraps  
with two cheeses

Barnston Seasonal greens

Vegetable Crudite herb dip

Barnston Seasonal greens

Seasonal fruit platter

Assorted finger sweets

Includes:water & pop



## MENU #4

Margarita buns

Herb Roast Chicken natural Jus

Penne Pasta, tomato ragout,  
pesto, Black olives

Barnston Seasonal greens

Seasonal fruit platter

Assorted finger sweets

Includes:water & pop



*All menus are based on minimum 15 people*



# Outside Catering

## CHOOSE ONE

### Salads

Baby Spinach, feta crumble  
toasted pinenuts grape tomato  
Balsamic dressing

Romaine Sui choy with grilled chicken  
crispy wontons Soy vinaigrette

Greek salad  
cucumber, tomato, peppers  
red onion, feta, Kalamata olives  
fresh herb red wine vinaigrette

Baby nugget Potato with charred Artichokes  
lime cilantro dressing and Pancetta bacon

Roma Tomato and Bocconcini cheese  
scallion oil, Balsamic Reduction  
Extra virgin olive oil

Romaine hearts, foccacia croutons  
Asiago crispy roast garlic dressing

Pacific baby shrimp thai  
peanut dressing citrus noodles  
pea sprouts & bean sprouts





# Outside Catering

## CHOOSE ONE

### Entrees

Rosemary & garlic Roast chicken  
natural jus

Roast Beef Infused with garlic  
red wine thyme jus

Roast Pork Loin with charred  
Shallots & garlic

Breaded Veal Cutlet on tomato ragout  
baked with swiss cheese

Pan fried Red snapper with  
leek and fennel cream

Beef Salisbury Steak, balsamic  
parsley onions red wine jus

Beef or vegetable lasagne  
double cheese 3 layers

Chicken shanghi double happiness noodles  
garden vegetables, oriental dressing

Chorizo Sausage & shrimp fussili pasta  
tomato Rose sauce, pearl onions  
Black olives, pesto

Pacific Salmon & Asparagus penne pasta  
Scallions, capers, red onions, citrus parsley cream

Chicken or Shrimp or Beef Vegetable stirfry  
oriental dressing, pea and bean sprouts

Includes choice of One Vegetable -

Baby nugget Potatoes, Parsley Butter  
Roast Root vegetables Basil oil  
Basmati Kaffir leaf rice Citrus Vinaigrette  
Grilled Garden Vegetables, cilantro olive oil





# Outside Catering

## Desserts

Fresh fruit platter, seasonal berries, lemon balm yogurt

Assorted finger sweets, berries and choc twigs

### Assorted tea cakes

cranberry and pistachio

orange & almond

chocolate & pineapple

### Assorted strudel

Apple and cinnamon

Strawberry & rhubarb

Peaches and Apricot

### Assorted flans & tortes

Apple/Blackberry/Blueberry

Includes bottled water and assorted pop



# Banquet Room Layout

