



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





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.

GST 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 2 months prior to event, guaranteed guests and final amount owing 14 days prior to event.

Payment methods accepted : Cash/Visa/MasterCard/Certified Cheque/Bank Draft.

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 7% G.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: _____

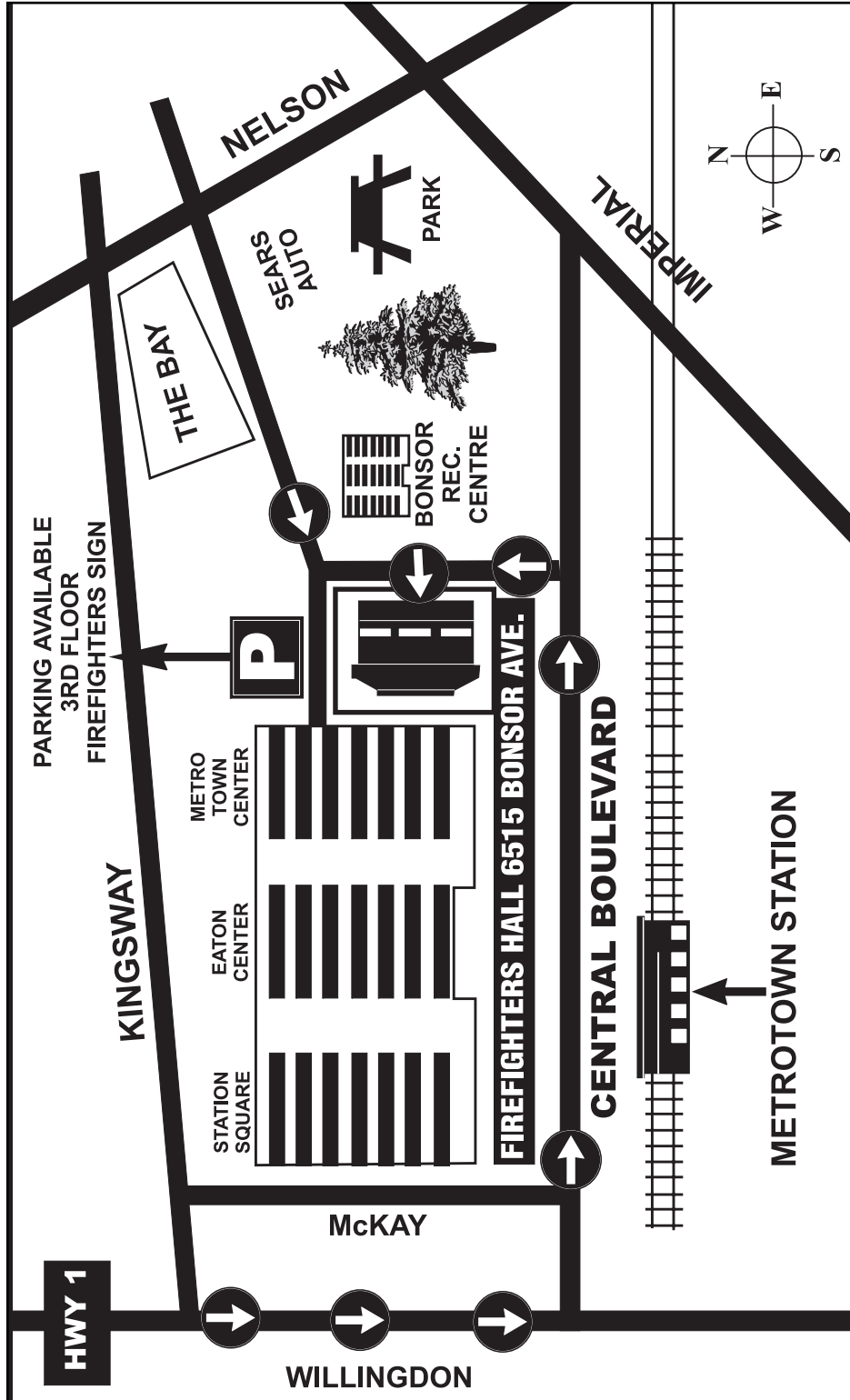
Address: _____

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 risotto

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

Assorted Dinner Rolls Bread & Butter

Barnston Mesculin greens, House Balsamic

Caesar salad focciaca croutons
Roast garlic dressing & Asiago cheese

Italian Platter
Roma, cucumber, onion, Virgin olive oil, balsamic reduction

Herb Roasted Chicken Rosemary & Peppercorn, natural jus

Pesto Penne Pasta pancetta & black olives

Herb Roasted nugget Potatoes

Medley of garden vegetables

Carved Roast Beef, natural Red wine jus

Fresh fruit platter

Assorted sweets





Buffets

BUFFET # 2

Assorted Dinner Rolls Bread & Butter

Barnston Mesculin greens

Caesar salad focciaca croutons
Roast garlic dressing & Asiago cheese

Artichoke & nugget Potato Salad cilantro & lime

Herb Roast chicken Pearl onions Smoked Bacon
Rosemary natural Jus

Fussili pasta, sundried tomato
mushrooms Rose ragourt

Roast nugget Potato, farm butter & parsley

Medley of garden vegetable. Basil oil

Roast Beef infused with garlic, thyme Jus

Fresh Fruit Mirror

Assorted Sweets and Buffet cakes





Buffets

BUFFET #3

Assortmented Dinner Rolls

Barnston Mesculin Greens
Balsamic or shallot citrus vinaigrette

Ceasar Salad focciaca croutons Roast garlic dressing & Asiago

Pacific Baby Shrimp & Artichoke, lemon balm yogurt couscous salad

Roma tomato and bocconcini, scallion oil, Balsamic reduction

Double smoked bacon dijon potato nugget salad

Herb Roasted Chicken, Kalamata olives, pearl onions, thyme natural jus

Trio colour pasta fussili shrimp & pancetta bacon pesto cream

Roast nugget potato sweet onion & garlic butter

Medley of Garden Vegetables virgin olive oil & lemon

Carved Roast Beef infused with garlic thyme au jus

Fresh fruit mirror seasonal berries

Assorted European cakes and flans

Domestic cheese board





Buffets

BUFFET #4

Assorted Dinner Rolls & baguette Armenia snap

Romaine Spears, Asiago crisp
Focciaca crouton caesar drizzle

Lola Rose & fricess salad
Roast shallot vinaigrette

Roma tomato and bocconcini
scallion oil, Balsamic reduction

Shrimp & Artichoke salad
lemon balm yogourt couscous

West Coast Seafood Mirror with Asparagus tips
lime vinaigrette

Pancetta & trio nugget Potato Salad

Seared Breast of chicken, Forest mushrooms thyme cream

Baked Red Snapper, Artichokes,
Capers & Sundried tomato olive oil

Kaffir leaf Basmatic Rice
Nugget Potato garlic onion herb butter

Medley of Garden Vegetable basil butter lemon juice

Carved Roast Beef infused with garlic Red wine jus

Seasonal Fresh fruit mirror

European cheese board carris crackers & baguette

Assorted cakes and flans, variety of sweets & cookies





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

