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EDMONTON DOWNTOWN



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All-Inclusive Meeting Room Packages

Our all-inclusive meeting packages allows you to focus on the content and outcome of your meeting while, we take care of the details.

- Available for groups from 25-160 people
- Packages Includes: Meeting room rental, projector & screen, Internet access, podium with corded microphone, 1 flip chart, pens & notepads, mint candies & jugs of water

THE BUSINESS PACKAGE / \$84.95, per person

Breakfast: Assorted Breakfast Bagels, Hot Baked Assorted Pastries, Chef Selection of Yogurt, Seasonal Fresh Fruit Tray with Dip, Chilled Juice in Pitcher, Freshly Brewed Coffee & Assortment of Herbal Teas

Or

Assorted Fruit Danishes & Fritters, Baked Muffins & Scones, Chef Selection of Yogurt, Seasonal Fresh Fruit Tray with Dip, Chilled Juice in Pitcher, Freshly Brewed Coffee & Assortment of Herbal Teas

AM Break: Rice Crispy & Granola Bars, Whole Fruit (*Apple, Orange & Banana*), Freshly Brewed Coffee & Assortment of Herbal Teas

Lunch: Choice of Soup or Salad, Assorted Sandwiches & Wraps Chef's Selection of Assorted Dessert Squares, Assorted Regular & Diet Soft Drinks (1 per guest)

Or

Choice of Soup, Caesar or Garden Salad, Choice of Savory Quiche (Bacon & Tomato/Broccoli & Cheddar/Chicken), Chef's Selection of Assorted Dessert Squares, Assorted Regular & Diet Soft Drinks (1 per guest)

PM Break:

Jumbo Cookies, Assorted Regular & Diet Soft Drinks (1 per guest)

THE EXECUTIVE PACKAGE / \$94.95, per person

Breakfast: Oatmeal with Brown Sugar, Nuts & Raisins, Assorted Fruit Yogurts, Plain & Whole Wheat Bagel with Cream cheese, Sliced Seasonal Fresh Fruit Tray, Chilled Orange & Apple Juices in Pitcher, Freshly Brewed Coffee & Assorted Herbal Tea

Or

Farm Fresh Scrambled Egg, Smoked Bacon, Maple Ham or Breakfast Sausage, Hash Brown Potatoes, White & Whole Wheat Bread Toast, Muffins, Danishes and Croissant, Butter & Preserves, Sliced Seasonal Fresh Fruit Tray, Freshly Brewed Coffee & Assorted Herbal Tea

AM Break: Rice Crispy & Granola Bars, Assorted Individual Yogurts, Whole Fruit (*Apple, Orange & Banana*), Freshly Brewed Coffee & Assortment of Herbal Teas

Lunch: Chef's Choice of Soup, Choice of salad (*Green, Caesar or Greek Salad*), Herb Roasted Chicken with Mushroom Sauce, Chef's Choice of Starch & Steamed Vegetables, Dinner Rolls & Butter, Sliced Seasonal Fresh Fruit Tray, Assorted Dessert Squares, Regular Coffee/Assorted Herbal Tea

Or

Choice of Green Salad or Caesar, Fettuccini Alfredo with Chicken, Spaghetti Pasta with Meat Sauce, Freshly Baked Dinner Rolls & Butter, Assorted Dessert Squares, Regular Coffee/Assorted Herbal Tea

PM Break:

Assorted Fruit Danishes & Strudels, Assorted Regular & Diet Soft Drinks (1 per guest)

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Express Morning Breakfast

(Minimum of 15 guests. There will be a surcharge of \$3.00 per person will be added if fewer than 15 guests)

Express Continental Breakfast/\$22.95 pp

Chilled Orange & Apple Juices in Pitcher
House Baked Muffins
Croissant & Danish
Sliced Seasonal Fresh Fruit Tray
Freshly Brewed Coffee & Assorted Herbal Tea

Express Healthy Start Breakfast/\$24.95 pp

Chilled Orange & Apple Juices in Pitcher
Oatmeal with Brown Sugar, Nuts & Raisins
Assorted Fruit Yogurts
Plain & Whole Wheat Bagel with Cream cheese
Sliced Seasonal Fresh Fruit Tray
Freshly Brewed Coffee & Assorted Herbal Tea

Express Complete Breakfast/\$26.95 pp

Chilled Orange & Apple Juices in Pitcher
Farm Fresh Scrambled Egg
Smoked Bacon, Maple Ham or Breakfast Sausage
Hash Brown Potatoes
White & Whole Wheat Bread Toast
Muffins
Danishes and Croissant
Butter & Preserves
Sliced Seasonal Fresh Fruit Tray
Freshly Brewed Coffee & Assorted Herbal Tea

Additional Options

Hard Boiled Eggs \$3.00/each



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EDMONTON DOWNTOWN

Express Breaks

BEVERAGES

Freshly Brewed Coffee & Tea (1/2 Gallon) <i>Serves 8-10 people</i>	\$37.99
Freshly Brewed Coffee & Tea (1 Gallon) <i>Serves 16-20 people</i>	\$63.99
Freshly Brewed Coffee & Tea (1 1/2 Gallon) <i>Serves 28-30 people</i>	\$89.99
Milk & Chocolate Milk (each)	\$4.99
Fruit Juices Apple or Orange by the Pitcher	\$17.99
Assorted Pop / Juice / Bottled Water	\$4.25/bottle
Hot Chocolate	\$3.00 pp

MORNING & AFTERNOON TREATS

(Serves Approximately 12 people)

Assorted Bagels with Cream Cheese	\$64.99
Assorted Muffins, Danishes & Croissants	\$69.99
Seasonal Fresh Fruit Tray with Dip	\$89.99
Vegetable Crudité	\$84.99
Assorted Jumbo Cookies	\$54.99
Snack Bags (Savory flavors, Potato Chips and M&M's)	\$54.99
Assorted Sweets (Squares, tarts, & cookies)	\$ 59.99
Assorted coffee break	\$ 54.99



Take a break from working hard and enjoy a selection that will keep everyone energized.

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Themed Breaks

(Minimum 15 person / fewer than 15 guests add a \$6.00 surcharge per person)

NACHO BAR / \$15.95 pp

Tortilla Chips
Con Queso Cheese Sauce and Shredded Cheese
Black Olives and Jalapeno Peppers
Sour Cream

CINEMA BAR / \$18.95 pp

Popcorn
Potato Chips
Pretzels
Salted Nuts & Trail Mix
Chocolate Bars, Twizzlers

BEVERAGES /Choice of 1/\$ 4 .25 per portion

Soft Drink cans
Juice & Pop
Assorted bottled juices
Hot Chocolate Bar with toppings
Assorted bottled juices

HEARTY BAR / \$22.95 pp

Freshly Baked Banana Bread
Fresh Vegetable Crudit  with Hummus Dip
Whole Fruits (*Banana, Apple & Orange*)
Assorted Granola Bars

FIESTA BAR / \$24.95 pp

Assorted Cookies
Triple Chocolate Fudge Cake
Vanilla / Chocolate Ice-cream
Fresh Fruit Skewers

Revitalize your audience with one of our themed selections to ensure your meeting is a success.



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Express Lunch

(Minimum 15 person / fewer than 15 guests add a \$ 3.00 surcharge per person)(above 30 persons choice of 2 soups)

EXPRESS LIGHT LUNCH /

\$32.95 pp *(Sandwich and 2 sides)*

Selection of Sandwiches & Wraps*
(Ham & Cheese, Turkey, Beef, Tuna or Vegetable)

Chef's Choice of Soup
OR

Choice of Green Salad or Caesar
OR

Assorted Dessert/ Fruit tray
Regular Coffee/Assorted Herbal Tea

** (Gluten free wraps/sandwiches available upon request
@5.00 extra charge)*

Add on :
Cheese / Cracker platter - \$9.99 pp
Charcutiere Platter - \$11.99 pp

*Please note that the food prepared is not in an
allergen free kitchen*



EXPRESS EXECUTIVE BUSINESS LUNCH / \$54.95 pp

Dinner Rolls & Butter

Chef Choice of Soup
Minestrone/Butter
nut squash/Thai
Coconut with
chicken/Chicken
wild rice

Salads- choice of 2 Green
Garden Salad/ Cesar Salad
Potato Salad/ Pasta Salad

Your Choice of Any One Item:

Butter Chicken
Roasted Chicken Breast with Pesto Cream Sauce
Homemade Meatballs in Wild Mushroom Gravy Sauce
Oven Baked Salmon with Garlic Lemon Butter Sauce, *additional*
\$8.99 pp

Braised Beef Short Rib- available on request – charged separately

Chef's Choice of Starch & Vegetables
Oven Roasted Baby Potatoes/ Mash
Potatoes/ Scallop Potatoes/ Rice/ Penne
Marinara/ Penne Alfredo/ Steamed
Seasonal Vegetables

Sliced Seasonal Fresh Fruit Tray
Assorted Dessert

Regular Coffee/Assorted Herbal tea

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Themed Express Lunch Buffet

(Minimum 15 person / fewer than 15 guests add a \$6.00 surcharge per person)

THE PASTA AFFAIR / \$33.95 pp

Fettuccini Alfredo with Chicken
Spaghetti Pasta with Meat Sauce
Choice of Green Salad or Caesar
Freshly Baked Dinner Rolls & Butter
Assorted Dessert
Regular Coffee/Assorted Herbal Tea

THE TASTE OF MEDITERRANEAN / \$44.95 pp

Roasted Chicken Breast with Tzatziki Sauce

Or

Mushroom Ravioli with Pesto Cream Sauce
Mediterranean Vegetable
Freshly Baked Pita Bread
Hummus
Greek Salad
Assorted Dessert
Regular Coffee/Assorted Herbal Tea

PEARL OF THE ORIENT / \$44.95 pp

Ginger Beef or Lemongrass Chicken
Vegetable Fried Rice
Asian Stir Fry Vegetable
Freshly Baked Dinner Rolls & Butter
Asian Coleslaw
Vegetable Spring Rolls
Assorted Dessert & Fortune Cookie
Regular Coffee/Assorted Herbal Tea

** (Gluten free pasta available upon request @ 3.99 pp extra charge)*

Our lunches provide a great opportunity to share a midday break and discuss ideas

informally.



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EDMONTON DOWNTOWN

The Lavish Dinner Buffet

(Minimum 30 person / fewer than 24 guests add a \$ 6.00 surcharge per person)

Freshly Baked Dinner Rolls & Butter
Fresh Garden Green Salad
Pasta Salad or Greek Salad
Potato Salad or Caesar Salad

Selection of Entrées:

Slow Roasted AAA Beef
Glazed Honey Ham with Mustard Sauce
Roasted Chicken Breast with Garlic Mushroom Sauce
Meatballs in Wild Mushroom Gravy or Homemade Tomato and Basil Sauce
Braised Beef Short Rib *(additional \$7.99 pp)*
Baked Salmon Served in Creamy Dill Sauce *(additional \$7.99 pp)*

Vegetarian Main Course Option Available

SIDES:

Garlic Mashed Potatoes
Medley of Fresh Steamed Vegetables
Oven Roasted Crispy Brussels Sprout
Potato & Cheddar Cheese Perogies with Sautéed Onions
Cabbage Rolls in Zesty Tomato gravy
Herb Roasted Potatoes, Scallop potatoes
White & Wild Rice
Pilaf, Mc&Cheese

Selection of Cakes, Tortes, Squares & Pastries
Fresh Seasonal Fruit with Honey Yogurt Dip
Regular Coffee/Assorted Herbal Tea

Add Ons (\$9.99 pp)

Domestic & Imported Cheese Tray with Crackers
Assorted Pickle & Olive Tray

PRICE

Deluxe Dinner Buffet \$61.95 pp
1 Hot Item (Roast Beef) & Choice of three Sides & Fruit & Desert

Premium Dinner Buffet \$71.95 pp
2 Hot Item & Choice of four Sides & Fruit & Desert

Platinum Dinner Buffet \$83.95pp
3 Hot Item & Choice of six Sides & Fruit & Desert

Gluten Free and Special dietary requirements to be mentioned earlier

It is not an Allergen free Kitchen



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EDMONTON DOWNTOWN

The Exclusive Dinner Buffet

(Minimum 30 person / fewer than 24 guests add \$5.99 surcharge per person)

\$ 61.95 per person

Freshly Baked Dinner Rolls & Butter

ENTRÉES

- Butter Chicken
- Chicken Breast with Lemon and Herb Seasoning
- Chicken Breast with White Wine Mushroom Cream Sauce
- Meatballs in Wild Mushroom Gravy or Homemade Tomato and Basil Sauce
- Baked and Poached Garlic Lemon Butter Salmon, *additional \$7.99 pp*

STARCH ACCOMPANIMENTS

- Garlic Mash Potatoes
- Roasted Herb Potatoes
- Fried, Steamed or Tomato Garlic Rice
- Sweet Potato Puree
- Tomato Linguini or Fettuccini

VEGETABLE ACCOMPANIMENTS

- Corn on the Cob
- Mediterranean Vegetables (*Roasted Zucchini, Onions and Peppers Sautéed in Garlic Butter*)
- Fresh Green Beans, Brown Butter and Almonds
- Fresh Glazed Carrots and Dill
- Oven Roasted Crispy Brussels Sprout

- Spinach Salad (*Poppy Seed Dressing, Almonds, Pomegranate, Avocado*)
- Caesar Salad (*Romaine Lettuce, Oven Baked Croutons, Bacon Bits, Freshly Grated Parm Cheese*)
- House Salad (*Crisp Greens & Tomato in Orange Vinaigrette, Carrots, Radish, Pumpkin Seeds, Cranberries*)

Assorted Squares

Fresh Seasonal Fruit with Honey Yogurt Dip

Freshly Brewed Coffee & Assortment of Herbal Teas

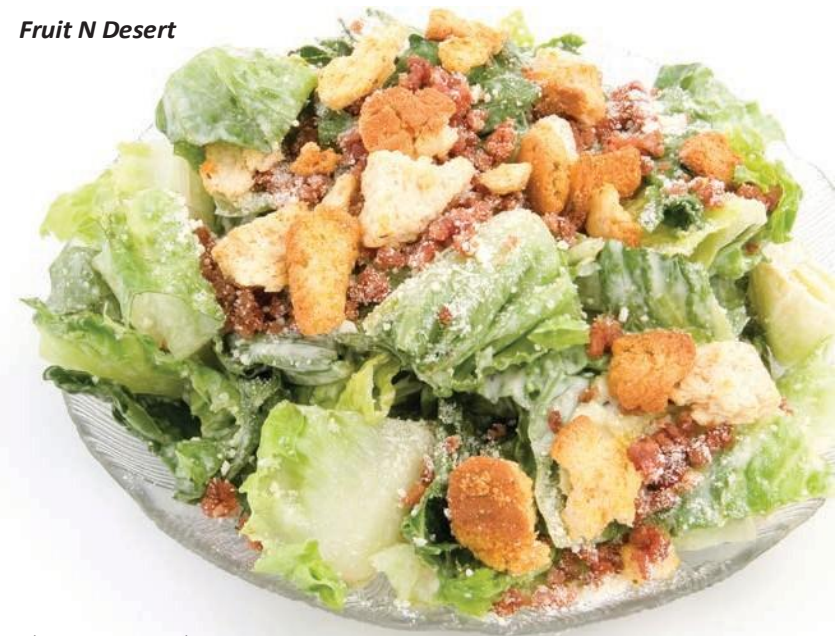
Selection A - 2 Entrées, 2 Starch, 1 Salad, 1 Vegetable

Selection B - 2 Entrées, 2 Starch, 2 Salads

Selection C - 2 Entrées 2 Starch, 2 Vegetables

&

Fruit N Desert



Above prices do not include service charges (18%) and GST (5%). These prices are subject to change without notice. 2025 edition.

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EDMONTON DOWNTOWN

Make it a Fancy Affair with our Live Station

Make it a Fancy Affair with our Live Stations

Station Price are for 2 hours / Labor Charge - \$50.00 for Chef, per 2 hours

AAA BEEF CARVING STATION / \$15.00 pp

Served with Horseradish & Au Jus on the Side

SAGE ROASTED PRE CARVED TURKEY STATION / \$17.00 pp

Served with Cranberry Sauce & Gravy on the Side

ROMANTIC CANDY BAR BUFFET / \$350.00 (serves 50-100 guests)

Selection of Assorted Candies, Jelly Beans, Chocolates, Cake Pops

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EDMONTON DOWNTOWN

Express Reception

RECEPTION TRAY

(Serves Approximately 12 people)

Deluxe Meat Tray	\$150.00
Assorted Deluxe Tea Sandwiches	\$140.00
Vegetable Crudit� Served with Creamy Ranch Dressing	\$100.00
Spinach & Artichoke Dip with Nacho Chip	\$75.00
Assorted Cheese Platter Served with Crackers	\$140.00

RECEPTION ENHANCEMENT

Beef or Chicken Satay Served with Peanut Sauce on the Side	\$ 54.95, per dozen
Chicken Wings Served with Creamy Ranch Dressing (Buffalo, BBQ, Honey Garlic or Salt & Pepper)	\$36.99, per dozen
Vegetarian Spring Rolls Served with Sweet Chili Sauce	\$34.99, per dozen
Breaded Coconut Shrimp	\$55.99, per dozen
Dry Garlic Ribs Served with Sweet Plum Sauce	\$32.95, per dozen
Chicken Samosas	\$49.95, per dozen
Vegetable Samosas	\$47.99, per dozen
Baby Roma Tomato & Bononcini Skewers Smothered with Basil & Olive Oil	\$32.95, per dozen
Bacon Wrapped Scallops	\$54.99, per dozen
Traditional Tomato Bruschetta	\$36.99, per dozen
Selection of 16" Pizza	\$34.95, each



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EDMONTON DOWNTOWN

Express Late-Night Reception

BEEF TACO STATION / \$19.00 pp

Beef Taco, Shredded Lettuce, Chopped Tomato, Shredded Cheddar, Jalapenos, Soft Taco Shells, Sour Cream & Salsa

BUILD YOUR OWN LATE PUB NIGHT / \$29.95 pp

(Select 2 of the following)

- Assorted Pizza Squares
- Chicken Wings Served with Creamy Ranch Dressing
- Dry Garlic Ribs Served with Sweet Plum Sauce
- Assorted Deluxe Tea Sandwiches
- Chicken or Vegetable Samosa

SANDWICH BAR / \$32.95 pp

Selection of Cold Cuts
Swiss & Cheddar Cheese
Assorted Buns with Condiments
Creamy Coleslaw

PULLED PORK OR BEEF ON A BUN / \$32.99 pp

Selection of Pulled Beef or Pork
Swiss & Cheddar Cheese
Assorted Buns with Condiments
Creamy Coleslaw



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Express Bar Service

HOST BAR:

Hotel charges the client the total bill based on consumption.

CASH BAR:

Hotel charges attendees for individual beverage purchases.

CORKAGE BAR:

Hotel charges client \$20.00 per person plus 18% gratuity plus 5% GST and. Client must provide Liquor License. May only be used as host bar, no sale of liquor permitted with corkage bar.

CORKAGE WINE:

Hotel charges the client \$10.00 pp

**AGLC states that homemade wine is not permitted.*

A bartender fee of \$25 per hour for a minimum of 4 hours applies to all bar services. One bartender is present for every 50 people, or to the discretion of event management.

		HOST BAR	CASH BAR
Liquor (oz)	Deluxe	\$8.00	\$8.50
	Premium	\$9.00	\$10.00
Beer	Canadian	\$7.50	\$8.00
	Imported	\$8.00	\$8.50
Coolers		\$8.00	\$9.00
House Wine		\$8.00	\$9.00
Liqueurs (oz)		\$9.00	\$10.00
Soft Drinks & Juice		\$4.00	\$4.50
Mineral Water		\$4.00	\$4.50



Exactly what your group needs to quench thirsts and delight taste buds.

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Wine List

These are suggestions only, special order by request, priced per bottle

WHITE WINE

Wine O'Clock Pinot Grigio (<i>Canada</i>)	\$37.00
Yellow Tail Riesling (<i>USA</i>)	\$39.00
Kiwi Walk Sauvignon Blanc (<i>New Zealand</i>)	\$41.00
Mirassou Chardonnay (<i>USA</i>)	\$41.00
Dal Cero Ramoto Pinot Grigio (<i>Italy</i>)	\$44.00

RED WINE

Wine O'Clock Pinot Noir (<i>Canada</i>)	\$37.00
Jacob's Creek Shiraz (<i>Australia</i>)	\$39.00
Michael Torino Malbec (<i>Argentina</i>)	\$41.00
Yellow Tail Merlot (<i>USA</i>)	\$41.00
Carnivor Cabernet Sauvignon (<i>USA</i>)	\$44.00

ROSE

Joya Rose (<i>Portugal</i>)	\$41.00
La Vielle Ferme (<i>France</i>)	\$41.00

SPARKLING WINE

Asti Spumante Martini Rossi (<i>Italy</i>)	\$42.00
La Marca Prosecco	\$ 49.00

NON-ALCOHOLIC SPARKLING WINE

Martinelli's Sparkling Apple Juice (<i>USA</i>)	\$14.95
Bel Normande Sparkling Raspberry Grape (<i>France</i>)	\$14.95



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Technology

AUDIO ACCESSORIES

Powered Speaker	\$150.00
UHF Wireless Lavalier or Hand Held Microphone	\$100.00
6 – 24 Analog Channel Mixer	\$55.00-\$160.00

PROJECTION & COMPUTER ACCESSORIES

LCD Projector	\$250.00
8 foot screen	\$50.00
Conference Speaker Phone	\$95.00
Wireless Presented Mouse	\$30.00
Stand Up Podium	\$25.00
Flip Chart with Markers	\$40.00
Whiteboard with Markers	\$30.00

This is a partial listing of AV products and services available. Please inquire for additional products and services.

When it's show time, we can help make sure you have the right equipment for a dynamic presentation.



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Terms & Conditions

FOOD AND BEVERAGE:

All food and beverage items must be provided by the Holiday Inn Express Edmonton Downtown. All outside food and beverages are prohibited in the banquet spaces with the exception of wedding cake from a licensed source. Please be advised that all quoted banquet prices are subject to change without notice. Prices for food and beverage will be guaranteed no earlier than two months prior to your event.

OUTSIDE FOOD:

Due to city and Provincial health Regulations, Holiday Inn express will be the sole supplier of all food & beverage items with the exception of Store bought Wedding Cakes.

MENU SELECTIONS:

Your menu selections must be submitted to the Catering Office no later than 14 days prior to your event to ensure availability of selections, proper staffing and coordination of your event. Leftover food is not permitted to be removed from the hotel by the client, as per Provincial Health Regulations.

CHOICE OF MENU:

For each meal function, the menu must be identical for all guests attending. Special dietary needs, or allergies are available but must be arranged no later than 14 days prior to the event. Please feel free to discuss any special dish or menu requirement with the Catering Manager, and we will do our utmost to accommodate you.

GUARANTEED NUMBER:

For all meal functions, the guaranteed number must be communicated to the catering office no later than 14 days prior to the event. If the guaranteed number is not received, the hotel will charge the expected number of guests, or the actual number, whichever is greater. Should the number of guests for which the function was originally booked, decrease by 20% or more, the convener is responsible for 80% of the expected amount of the expected amount, or guaranteed amount, whichever is greater. Should your final guaranteed number decrease below the minimum accepted numbers for your function room, the hotel reserves the right to move your function to an alternate room without recourse or prior approval. Room rental will be adjusted accordingly.

SET UP:

Prices quoted are determined based on our understanding of your function requirements. We will accept floor plans of your desired set up. Should function requirements change on the day of the event, a labour charge of \$50 per hour will apply.

TAXES AND GRATUITIES:

All prices quoted are subject to applicable Federal Taxes of 5%, unless proof of GST exemption. A 18% gratuity is applied to all food and beverage.

DEPOSITS:

Any Penthouse event, or other events which require deposit, is due at the time of booking to confirm the space. The balance of the event is due 30 days prior to the function by certified cheque, money order or credit card. Deposits are non-refundable unless we are notified in writing, a minimum of six months prior to an event.

CANCELLATION:

All cancellation charges will be credited against the deposit. All refunds or amounts owing must be settled within 30 days after the event. If the event is cancelled within 30 days of the event, 100% of the estimated event revenue, without food and beverage, may be charged. If the event is cancelled within 7 days of the event, 100% of the estimated event revenue will be charged.

METHOD OF PAYMENT:

Payment may be made via credit card, debit, or certified cheque, or money order. Direct billing can be set up with adequate notice.

LIABILITY:

Holiday Inn Express Edmonton Downtown reserve the right to inspect and control all private functions, including the conduct and performance of entertainment and audible level (maximum 85 decibels) of all music played. We reserve the right to shut down an event if these regulations are not adhered to. Liability for all damages to the premises will be charges to the representative in charge of arrangements.

HOME

MEETING ROOM PACKAGES

EXPRESS MORNING BREAKFAST

EXPRESS BREAKS

THEMED BREAKS

EXPRESS LUNCH

THEMED EXPRESS LUNCH BUFFET

LAVISH DINNER BUFFET

EXCLUSIVE DINNER BUFFET

LIVE BUFFET STATION

EXPRESS RECEPTION

EXPRESS LATE-NIGHT RECEPTION

EXPRESS BAR SERVICE

WINE LIST

TECHNOLOGY

TERMS & CONDITIONS

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EDMONTON DOWNTOWN

Terms & Conditions

MUSIC:

All functions at which music is provided have a deadline of 12am.

A non-compliance noise fee of \$250.00 or more will be charged.

SOCAN:

All functions at which music is provided are subject to fees established by the Society of Composers Authors and Music Publishers of Canada (SOCAN).

DÉCOR:

All candles must be in enclosed containers and must be dripless. Abrasive items on walls or ceilings are not permitted. All items must be removed directly after your event unless otherwise arranged with the Catering Manager. Should the Hotel staff need to remove or tear down, a labor fee will apply. Confetti is not permitted. A cleaning charge of \$150 will be charged if confetti is used.

IHG BUSINESS REWARDS:

Sign up for IHG Business Rewards and start collecting from your very first event. Ask us how or go to www.ihg.com/businessrewards.

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**HOLIDAY INN EXPRESS
EDMONTON DOWNTOWN**

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Above prices do not include service charges (18%) and GST (5%). These prices are subject to change without notice. 2025 edition.