



MANTEO RESORT

WATERFRONT HOTEL
& VILLAS

2010 Wedding Package

Manteo Resort Waterfront Hotel & Villas, 3762 Lakeshore Road, Kelowna, BC, V1W 3L4
250.860.1031/1.800.445.5255/www.manteo.com

CONGRATULATIONS!

Thank you for considering Manteo Resort as a location to host your special day!
We would be delighted to share in your wonderful celebration!

Manteo Resort is Kelowna's finest Waterfront Resort Hotel located on the shores of Okanagan Lake and only minutes from downtown Kelowna, championship golf courses, and wonderful estate wineries. With Santa Fe style architecture and beautifully manicured grounds, we offer the perfect setting for you and your guests. Imagine your stay in superb waterfront guestrooms, one bedroom suites, and villas with plentiful amenities and unexpected extras!

Your Wedding Ceremony can be held on our Waterfront Patio with breathtaking views of Okanagan Lake and would provide a perfect backdrop for those special photographs. The Waterfront Ballroom can accommodate up to 150 guests for your reception, dinner & dance. Smaller venues are also available in our lakeside Clubhouse, which includes the cozy Library, and Upper Lounge and Patio. Our exceptional Chefs use the finest local ingredients to create culinary masterpieces for you to savour the many flavours of the Okanagan.

WEDDING ARRANGEMENTS

Reception Set-Up Includes:

Complete Table Settings – White Linen & Napkins
Separate Tables for Guest Book, Wedding Cake, and Gifts
Raised Head Table and Podium with Microphone

Additional Set-Up Charges:

Cermony: Theatre-Style Seating with Centre Aisle, Chairs and Skirted Table
for Signing and Registrar **\$500.00**
Dance Floor **\$250.00**
Chair Covers **\$5.00 per chair cover, includes set up, tear down and a sash**

Special Accommodation Rates are available for your out-of-town guests, based on availability.

FREQUENTLY ASKED QUESTIONS

How much does it cost to rent the banquet rooms?

The room rental charge for the entire Waterfront Ballroom is **\$1,200.00**.

The room rental charge for the Upper Lounge or Library is **\$500.00**.

Do we need to sign a contract?

Upon confirmation of your booking to hold your wedding at Manteo Resort you will be mailed a contract as well as our 'Terms & Conditions'. You will be required to review both these documents and return them, signed, to Manteo Resort along with your deposit.

How much deposit is required?

Manteo Resort requires that a deposit in the amount of 25% of the estimated total cost of your wedding be returned with your signed contract to hold the space. The deposit is non-refundable.

When do we pay for the rest of our wedding?

The remainder of the estimated cost of your wedding is due in two equal payments. The first is due two months prior to your wedding, while the second is due two weeks prior. These deposits are non-refundable. On the Monday following your wedding, Manteo Resort will either charge or refund the final balance to your credit card. We regret that personal cheques will not be accepted for third and final payments.

When is our guaranteed number of guests required?

Manteo Resort requires the final guarantee 48 hours prior to your wedding.

How much does it cost for children?

For a buffet Children ages 0-5 are complimentary, while children ages 6-12 are half price.

Individuals aged 13 and up are classified as adults, and therefore pay full charge. Children's menus are available for plated dinners.

Do you have a dance floor?

Manteo Resort has a dance floor available for a **\$250.00** charge.

Can we have our wedding ceremony at Manteo Resort?

Our Waterfront Ballroom has a Waterfront Patio that is ideal for wedding ceremonies. Our Upper Lounge also has a Patio that is ideal for small ceremonies of up to 50 people. There is a \$500.00 charge for any ceremony held on Manteo Resort property. This charge includes set-up of all chairs and tables.

What happens if it rains on our wedding day?

As there is no room for a backup ceremony at Manteo Resort, if you plan to hold your wedding ceremony on our Waterfront Patio we require you rent a tent. We are pleased to provide you with names of local tent suppliers.

What do we supply?

Manteo Resort will supply all tables, chairs, tablecloths, napkins, cutlery, and glassware. Manteo Resort will also supply table numbers and stands, a riser for the head table and a cake table, a guest book table, and a gift table. All non-round tables will be skirted.

What is the wedding couple responsible for?

Most wedding couples supply their own centre pieces and table favours. You are also responsible for hiring a DJ, Decorator, Photographer, and Ceremony Official.

FREQUENTLY ASKED QUESTIONS, Continued

Can we bring our own wedding cake?

Yes, you may bring your own wedding cake.

How do we arrange wedding decorations?

You are responsible for supplying your own decorations and arranging them accordingly. Please note that we do not allow items to be attached to the walls. All decorations must be removed on the night of your wedding reception.

When can we get in the room to decorate?

Typically access is provided to the Waterfront Ballroom starting at 12:00pm (exact availability may vary) on the day of your wedding. Portions of the room could be available earlier in the day, and then the remainder of the room will be opened for decorating as it becomes available, dependant on other use that day.

Does you supply storage space?

We have limited space to store items. We do have a small fridge that we can accept wedding cakes a day prior to the event, but each client is still responsible for setting up the cake in the function room on the day of the reception. There will be a storage charge of \$500.00 for any items and décor that aren't removed the night of your reception.

Do you supply Audio Visual equipment?

Manteo Resort is pleased to provide background dinner music, and complimentary podium and microphone. We are able to order any additional Audio Visual equipment that you may require through SW Audio, our Audio Visual supplier. Please contact Manteo Resort for pricing. Please advise us at least one week in advance.

What type of Bar Service does Manteo Resort offer?

Manteo Resort can tailor a bar service to meet your budget, whether it be Host Bar, Cash Bar, or something in between.

Can we bring in our own wine or other beverages?

We do not allow corkage functions at Manteo Resort. We would be pleased to order any wine or liquor that may not appear on our list. Please ask for details.

What time do we have to leave?

Music and other loud noise must subside at 12:00am, while you and your guests may remain in the room until 1:00am.

What other costs can we expect to incur for our wedding?

Cake Cutting/Plating – There is a charge of \$50.00 to have your wedding cake cut and placed on a self-serve buffet. If you would prefer to have your wedding cake plated and served to each guest the charge is \$3.00 per person.

SOCAN – There is a \$59.17 charge for all events with dancing. This charge is for the Society of Composers, Authors and Music Publishers of Canada.

What gratuities and taxes are added to our charges?

There is a 15% Gratuity added to all Food and Beverage charges. There is 5% GST added to all Food and Beverage, Room charges (including dance floor, ceremony) and SOCAN. Both 5% GST and 7% PST apply to Audio Visual rentals. There is 10% Liquor Tax added to all Alcohol Charges. After July 1, 2010 HST tax could be in affect and will change the way our current taxes are charged. Further details to be received.

Do you have pictures of Manteo Resort?

Please visit our website at www.manteo.com and click on Experience Manteo Resort, then Meetings & Events, then Weddings & Events.

TERMS & CONDITIONS

Manteo Resort assumes no responsibility for any individual property damage or bodily injuries incurred while at Manteo.

Manteo Resort staff is not permitted to set any additional décor in the room above and beyond our regular room set up. Staff is not to set any decorations or move any décor items that aren't property of Manteo.

The catering department must be notified of all equipment, decorations, etc being provided to arrange times for delivery and access.

You are welcome to bring in rental merchandise, however, Manteo Resort does not assume liability should anything be damaged or misplaced in the normal course of business.

Music in the Waterfront Ballroom and the Upper Lounge must be shut off by 12:00am.

The Waterfront Ballroom and the Upper Lounge are to be vacated by 1:00am.

There will be a storage charge of \$500.00 for any items and décor that aren't removed the night of your Reception.

The use of sparkles and confetti is prohibited inside or outside Manteo Resort, including small confetti used to decorate banquet tables and chairs. A cleaning fee will be charged to any client using confetti.

There will be cleaning charges associated with wax from client supplied candles as well as any clean up associated with any personal or rental items brought into the space.

All requirements and menus must be finalized a minimum of three weeks in advance.

No food or beverage is permitted to be brought in or taken off the premise, with the exception of wedding cakes.

Corkage functions are respectively declined.

All plated events require that a seating plan, including special meal requirements and meal choices, be presented to the catering department at least 24 hours prior to the event.

There will be a flat-fee charge of **\$20.00** per person charged to the Master Account for a guest who orders a 'special meal' at a plated dinner event that was not pre-arranged with the catering department. This fee covers the entrée only.

Guaranteed number is required 48 hours prior to your event. This number may not decrease. Failure to provide a guaranteed number will result in a charge for the estimated number, or actual number, in attendance, whichever is higher.

Terms and Conditions are subject to change without notice.

okanagan barbecue (minimum of 30 people)

cold buffet

assorted rolls, hearth breads, unsalted butter
chopped caesar salad: herb croutons, parmesan cheese, house made dressing
roasted tomato, orzo pasta salad; cows milk feta cheese, kalamata olives
nugget potato salad; onion dijon vinaigrette
italian vegetable salad; artichokes, onions, peppers, tomatoes, zucchini, balsamic dressing
domestic and imported cheese platter; fresh dried fruits, nuts, fresh baguette, crackers

hot buffet

roast nugget potatoes; sea salt, milled pepper extra virgin olive oil, scallion sour cream
grilled market vegetable platter; balsamic herb marinade
fresh vegetable, bulgar quinoa casserole

choice from two of the following:

hot smoked wild pacific 3 oz salmon fillet; shrimp meat, dill salsa
herb marinated 4 oz sirloin steak; roasted garlic, mushroom sauté
ginger spiced 4 oz chicken breast; star anise glaze
rosemary crusted 4 oz rib eye steak; caramelized onion, red wine sauce
grilled vegetable lasagna; tomato basil compote, three cheese crust

dessert:

house made cheese cake; seasonal field berry sauce
callebaut chocolate mousse; vanilla bean whipped cream, chocolate shards
seasonal melon, orchard fruit platter; lavender apricot sauce
fresh baked cookie, biscotti platter

freshly brewed organic coffee, decaffeinated coffee and a selection of gourmet teas

\$39.00 per person

the traditional (minimum of 30 people)**cold food:**

basket display of assorted rolls, unsalted butter
 organic beet root, goats cheese salad; candied pecans, arugula, orange basil vinaigrette
 local artisan field greens; onion dijon vinaigrette, roasted pear tarragon dressing
 mediterranean vegetable salad; roasted tomatoes, onions, peppers, zucchini, kalamata olives,
 balsamic vinaigrette

deli display platter

sliced cheddar, swiss cheese, brie cheese; shaved prosciutto, italian salami, black forest ham, house made
 smoked salmon pate, fennel spiced olives, fresh fruit, dried fruits, nuts, ornichons, stone fruit chutney

hot food:

scalloped potatoes; panko cheese crust
 long grain rice pilaf
 market vegetables; fresh herb butter

choice from two of the following:

pan seared wild salmon fillets; pesto cream sauce
 roasted nut crusted chicken breast; thyme scented jus
 carved roast sirloin of beef; horseradish, roasted onion red wine jus
 tiger prawn, zucchini skewers (2 skewers per person); roasted garlic herb butter
 pan roasted wild halibut fillet; shrimp meat, basil salsa
 grilled sirloin steak; smoked paprika rub, potato bacon hash

dessert:

warm organic apple crumble; english custard cream
 house baked cheese cake; fresh fruit garnish
 fresh baked cookie, squares platter
 field melon, orchard fruit, berry display patter, house made lemon curd, whipped cream

freshly brewed organic coffee, decaffeinated coffee and a selection of gourmet teas

\$42.00 per person

manteo's signature free flow (minimum of 30 people)**cold food:**

assorted rolls, artisan bread display; unsalted butter
 local field greens; roasted onion dijon dressing, orange basil vinaigrette
 grilled vegetable salad; roma tomatoes, peppers, zucchini, kalamata olives, balsamic vinaigrette
 spinach salad; sliced mushrooms, bacon, red onions, creamy raspberry dressing
 display platter of smoked wild salmon, cold poached prawns, smoked trout fillets, salmon jerky, lemons,
 capers, red onions, lemon dill, tartar sauce, cocktail sauce
 sliced cheddar, swiss cheese; brie, blue cheese, fresh fruits, dried fruit, nuts, crackers, fresh baguette

chef attended pasta station – made to order:

a selection of penne, farfalle, trophia pasta's
 sauce bar: classic alfredo, tomato basil compote, cream sauce
 garnish bar: baby shrimp, chorizo sausage, prosciutto, smoked salmon, roast chicken breast, green peas,
 diced tomatoes, red onions, fresh basil, pitted olives, mushrooms, pesto, parmesan cheese, crumbled blue
 cheese, shredded cheddar & mozzarella & fontina cheese

hot food:

roasted garlic, smashed potatoes
 four cheese, spinach half moon ravioli; tomato basil sauce
 seasonal market vegetables

choice from two of the following:

pan seared wild salmon fillet; fresh herb lemon sauce
 hazelnut crusted chicken breast supreme; stone fruit essence
 herb, crusted grilled sirloin steak; potato, bacon hash
 steamed wild alaskan halibut fillet; bok choy, carrots, bell pepper emulsion
 roasted pork tenderloin; grilled organic apples, grainy mustard sauce

dessert:

callebaut chocolate mousse; vanilla bean whipped cream, chocolate shards
 house made cheese cake; strawberry compote
 fresh fruit, berry platter; berry coulis, meringue sticks
 petite raspberry, lemon curd tartlettes, citrus infused sugar

freshly brewed organic coffee, decaffeinated coffee and a selection of gourmet teas

\$48.00 per person

plated

all plated dinners include freshly baked rolls and unsalted butter

okanagan valley

roasted carrot, brie soup; fresh thyme cream, fried carrot chips

herb crusted roast free range chicken breast supreme; caramelized onions, nugget potatoes, market vegetables, merlot wine sauce

lavender crusted field berry shortcakes; vanilla bean infused cream, stone fruit puree, fresh mint

freshly brewed organic coffee, decaffeinated coffee, and a selection of gourmet teas

\$42.00 per person

pacific coast

watercress, frisse greens salad; shredded duck confit spring roll, preserved cherry basil vinaigrette

b.c. spot prawn bisque; lemon thyme crème fraîche

pan seared wild halibut fillet; hand pressed yukon gold potato, organic vegetables, vermouth cream sauce, herb infused oil, organic micro greens

callebaut chocolate truffle tart; local field berries, raspberry grand marnier sauce, two colour chocolate graph

freshly brewed organic coffee, decaffeinated coffee, and a selection of gourmet teas

\$52.00 per person

chef bernard's celebration menu

chef's amuse bouche: seasonally market inspired offering

organic pea, hand peeled shrimp soup; snipped chives, extra virgin olive oil

pan seared sable fish; organic pear, wild boar bacon salad, wilted rainbow chard, raisins, lemon verbena essence

mountain berry "t" crusted duck breast; spinach basil gnocchi, harker's organic vegetables, micro greens, stone fruit puree, chive infused oil

warm organic apple tatin: house churned buttermilk ice cream, whiskey caramel sauce, vanilla bean whipped cream, dried apple chip

freshly brewed organic coffee, decaffeinated coffee, and a selection of gourmet teas
mignardise presentation

\$72.00 per person

plated

The following would be additional options that you can substitute or add to your plated dinner.

additional starter options:

heirloom tomato salad, watercress, frisse salad; balsamic essence **\$3.00 surcharge per person**

warm duck leg confit; cous cous salad, field berry dressing **\$4.00 surcharge per person**

additional main course options:

oven roasted star anise infused wild salmon fillet; wilted spinach greens; vegetable quinoa sauté; organic baby carrots; ginger lemon grass sauce **\$5.00 surcharge**

pan seared alaskan halibut fillet; organic yukon gold smashed potato; olive oil lemon basil cream sauce; organic micro greens **\$6.00 surcharge**

grilled 6 oz sirloin steak; roasted garlic smashed potatoes, organic vegetables roasted shallot, red wine sauce **\$6.00 surcharge**

additional dessert option:

warm organic apple tart tatin; house churned buttermilk ice cream, whiskey caramel sauce dried apple chip **\$3.00 surcharge**

manteo reception (minimum of 20 people)

italian prosciutto, melon skewer; fresh mint
 b.c. brie, grape canapé; fig & anise crostini
 olive, sun dried tomato tapenade; roasted garlic crostini, feta cheese
 oven roasted stuffed mushrooms; tomato chili spiced goats cheese
 star anise infused chicken satays; roasted hazelnut sauce
 hot smoked wild salmon quiche; dill, mustard seed cream cheese
6 hors d'oeuvres per person

\$17.00 per person

manteo gourmet reception (minimum of 20 people)

double cream camembert, preserved fig jam; candied walnuts, french baguette
 beef tenderloin carpaccio; sundried tomato chutney, fried capers, shallots, marble rye bread
 grape tomato, basil, cherry bocconcini mini skewers; herb sea salt
 cold poached prawn, roasted bell pepper hummus; rice paper wrap, micro greens
 bell pepper, crab cocktail quiche; fontina cheese, fresh dill
 grilled lamb satays; minted organic plum chutney
 bbq pulled pork, organic apple, mozzarella cheese spring roll
 baked malapeque oyster on ½ shell; creamed leeks, spinach, herb panko crust
8 hors d'oeuvres per person

\$20.00 per person

chef bernard's signature reception (minimum of 20 people)

seared b.c. albacore tuna; fresh herb sesame crust, cucumber round, cilantro lime sauce
 prosciutto, grilled apple chutney; petite baguette, lemon thyme sea salt crust
 field vegetable bruschetta; raspberry balsamic, artisan loaf
 smoked wild salmon pate; roasted shallot crackers
 cornmeal crusted wild salmon potato cakes; fire roasted bell pepper aioli
 shredded duck confit spring rolls; shiitake mushrooms, preserved plum sauce
 west coast shrimp, leek tartlettes; artisan brie cheese, snipped chives
 pan seared qualicum bay scallops; stone fruit salsa, ginger butter sauce
8 hors d'oeuvres per person

\$23.00 per person

****all reception packages include our organic coffee service if requested**

reception share platters (serves 20)**farm gate vegetable display**

a seasonal variety of 8 market fresh vegetables served with 3 dips;
roasted carrot tarragon hummus, sour cream herb dip, avocado basil dip
\$7.00 per person

local artisan cheese, charcuterie board

double cream camembert, okanagan goats cheese, village cheddar cheese, house made wild boar apricot pate, sliced salami, rosemary ham, beef jerky, cornichons, fennel spiced olives, stone fruit chutney, tarragon mustard, crackers, artisan bread
\$14.00 per person

coastal seafood, cold smoked salmon platter

a tempting array of cold poached prawns, scallop mussel ceviche, crab cream cheese spread, smoked wild salmon pate, sliced smoked salmon, indian candy, red onions, fried capers, lemons, fennel seed crackers, grilled artisan bread, house made hot sauce
\$18.00 per person

chef attended activity stations (minimum 30 people)**italy in the okanagan pasta bar**

selection of penne, farfalle, trophia pastas
sauce bar: classic alfredo, tomato basil compote, cream sauce
garnish bar: baby shrimp, chorizo sausage, prosciutto, smoked salmon, roast chicken breast, green peas, diced tomatoes, red onions, roasted garlic cloves, fresh basil, pitted olives, mushrooms, pesto, parmesan cheese, shredded cheddar & mozzarella & fontina cheese, crumbled blue cheese
\$16.50 per person

herb crusted roast sirloin of alberta beef

carved medium rare roast beef; dollar buns horseradish, dijon mustard,
roasted onion balsamic mayonnaise, sliced red onions, house made bread and butter pickles
\$10.00 per person

tiger prawn, snap pea flambé station

okanagan spirits flamed black tiger prawns, fresh shallots, tarragon cream sauce
\$9.50 per person

additional prawns

\$15.00 per dozen

****all reception packages include our organic coffee service if requested**

host bar

premium brands	\$5.00 per drink
bottled beer	\$5.00 per bottle
wine by the glass	\$5.75 per glass
soft drinks	\$2.50 per glass
mineral water & bottled water	\$3.00 per bottle

on special request:

coolers & ciders	\$5.50 per bottle
deluxe brands (baileys, sambuca, kaluha, crown royal, frangelico)	\$6.00 per drink
premium liquors (grand marnier, drambuie, courvoisier)	\$7.00 per drink
scotch (glenlivet, glenfiddich)	\$7.00 per drink
premium scotch (lagavulin, remy martin vsop)	\$10.00 per drink
fruit punch (approximately 2 gallons)	\$50.00 per bowl
alcoholic fruit punch (approximately 2 gallons)	\$100.00 per bowl

host bar prices are subject to a 10% liquor tax, 5% GST and 15% gratuity. if consumption per bar is **less than \$300.00** there will be a charge for each bartender and cashier at **\$20.00 per hour** for a minimum of four hours.

cash bar

premium brands	\$6.50 per drink
bottled beer	\$6.50 per bottle
wine by the glass	\$7.50 per glass
soft drinks	\$3.25 per glass
mineral water & bottled water	\$3.75 per bottle

on special request:

coolers & ciders	\$7.00 per bottle
deluxe brands (baileys, sambuca, kaluha, crown royal, frangelico)	\$7.75 per drink
premium liquors (grand marnier, drambuie, courvoisier)	\$9.00 per drink
scotch (glenlivet, glenfiddich)	\$9.00 per drink
premium scotch (lagavulin, remy martin vsop)	\$13.00 per drink

cash bar prices are inclusive of all applicable taxes. if consumption per bar is **less than \$300.00** there will be a charge for each bartender and cashier at **\$20.00 per hour** for a minimum of four hours.

self serve

bottled beer	\$5.00 per bottle
wine by the glass	\$31.00 per bottle
coolers & ciders (on special request)	\$5.50 per bottle
soft drinks	\$2.50 per can
mineral water & bottled water	\$3.00 per bottle
fruit punch (approximately 2 gallons)	\$50.00 per bowl
alcoholic fruit punch (approximately 2 gallons)	\$100.00 per bowl

self serve host bar prices do not include 10% liquor tax, 5% GST & 15% gratuity.

white

quality whites

calona vineyards pinot gris	\$35.00 per bottle
sumac ridge unoaked chardonnay	\$35.00 per bottle

superior whites

see ya later ranch riesling	\$45.00 per bottle
red rooster bantam	\$45.00 per bottle

premium whites

sandhill chardonnay	\$50.00 per bottle
jackson triggs white meritage	\$55.00 per bottle

red

quality reds

calona vineyards cabernet merlot	\$35.00 per bottle
sumac ridge cellar selection cabernet merlot	\$37.00 per bottle

superior reds

inniskillin cabernet sauvignon	\$45.00 per bottle
sandhill merlot	\$54.00 per bottle

premium reds

sandhill syrah	\$60.00 per bottle
osoyoos larose petales	\$66.00 per bottle

sparkling

sumac ridge stellar's jay brut	\$68.00 per bottle
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ice wine

see ya later ranch ehrenfelser icewine (200ml)	\$65.00 per bottle
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wine selection must be received **72 hours prior** to the function. house wine will be served for wine requested within the 72 hours.

If there is a special wine you would like to request or other options you would like to review, please consult with our in-house sommelier to discuss availability.

Please note that wines not on the above list will require at least **3 weeks notice** and are subject to availability.