

general wedding information

All prices and taxes are subject to change without notice. Prices can be confirmed at 90 days prior to your event.

At the time of booking, a credit card must be provided to confirm all tentative holds on function rooms (form to be provided).

A \$1000.00 non refundable deposit is required at the time of booking confirmation.

At the time of confirmation, a credit card is to be processed with the deposit as outlined above. At ninety (90) days prior to the event 50% of all costs are required. At three (3) days prior to the event full payment is required.

We are pleased to offer special dietary menus. Please discuss any requirements with your event coordinator no less than seven (7) days prior to the event. All menu items may contain traces of nuts or nut oils.

THE SHERATON CAVALIER will be the sole supplier of food and beverage items, other than special occasion cakes or traditional homemade desserts. (Please consult with your catering representative in advance for approval).

All Live and Pre-Recorded Entertainment is subject to SOCAN Fee

Smoke machines and bubble machines are not permitted in the hotel.

Open flame candles are not permitted in the hotel. Please consult with your catering representative.

Minimum dinner revenues are required for our ballrooms.

All menu prices are subject to an 18% gratuity. The 5% goods and services taxes (GST) is applied to the final bill.

The use of nails, tacks and/or double-sided tape is not permitted in any hotel function space. Charges will apply as a result of damages caused by the use of these items.

Confetti is not to be used on hotel premises. A clean up fee of \$100.00 will apply.

All live and recorded music can not be extended past 1:00 am.

All liquor service will end at 1:00 am.



a special day needs a special place...

The Sheraton Cavalier Hotel, Calgary is a four star full service hotel ideally located only 10 minutes from the Calgary International Airport and 10 minutes from the City Centre.

From our service and culinary teams to our wedding planning, our professionals will ensure your wedding day is everything you ever expected and more.

Choose from our two elegant ballrooms. We can accommodate groups from 10 to 300.

We look forward to being a part of your special day at the Sheraton Cavalier Hotel.

WEDDING AMENITIES

No obligation, professional catering consultations Monday to Sunday (appointment recommended).

A variety of upscale amenities are available on our rental list including chair covers and sashes.

Choose from our selection of menus or our chef would be happy to create a customized menu to suit your needs.

Visit our website at www.sheratoncavaliercalgary.com or call (403) 250-6302 or email wedding@sheratoncalgary.ca

SOCAN

SOCIETY OF COMPOSERS, AUTHORS AND MUSIC PUBLISHERS OF CANADA

Notice RE: TARIFF 8 – WEDDING RECEPTIONS, CONVENTIONS, ASSEMBLIES AND FASHION SHOWS

Please note a performing rights license is required when renting a facility for a private function such as a wedding reception, anniversary, convention, assembly or fashion show etc., if music will be performed during the event. This license fee is remitted to the Society of Composers, Authors and Music Publishers of Canada (SOCAN).

SOCAN is a non-profit organization which, under the Copyright Act of Canada (R.S., C.55, S.1) is authorized to collect for the public performance of music in Canada. SOCAN distributes the money collected to Copyright owners in the form of a royalty.

Therefore, you are required by federal law to pay for a performing rights license under Tariff B. These fees are approved by the Copyright Board and are published annually in The Canadian Gazette.

The rates are:

Events with dancing – \$59.17
Events without dancing – \$29.56

Should you require any additional information, please contact the

SOCAN office at (780) 439-9049
or 1-800-517-6226 (51-SOCAN)

We thank you for your co-operation in this matter.

1145 Weber Centre, 5555 Calgary Trail, Edmonton, Alberta T6H 5P9
Telephone: (780) 439-9049 or 1-800-51-SOCAN or Fax: (780) 432-1555



Sheraton

wedding rentals

Cake knife or server	10.00
White tulle and lights for cake table	10.00
White tulle and lights for registration table	10.00
White tulle and lights for head table - 6 people	12.00
White tulle and lights for head table - 8 people	16.00
White tulle and lights for head table - 10 people	20.00
White tulle and lights for head table - 12 people	24.00

*Optional - A 50.00 charge for hotel setup and teardown is available.

12" square table mirrors (smokey grey)	2.00
Mini light strands	5.00
Arch (white wooden lattice)	60.00
Includes greenery, lights, setup and teardown	
Chair covers with sashes	5.00
Plume pens (white only)	5.00
Envelope gift box	10.00
Votive candles	1.00

**Any of the above items may be subject to replacement charge if damaged or not returned.

accommodations

YOUR WEDDING NIGHT

For weddings with the required dinner revenue the Bride and Groom receive a complimentary Bridal suite for their wedding night. For smaller groups Bridal suites are available at a discounted rate (plus applicable taxes) for the wedding night.

All Bridal couples receive a complimentary room amenity of chilled sparkling wine with keepsake flutes.

YOUR WEDDING GUESTS

A discounted rate is available (plus applicable taxes) for our traditional guestroom featuring the "Sheraton Sweet Sleeper Bed".

ALL GUESTROOMS INCLUDE:

- Complimentary parking
- 24 hour airport shuttle available
- Complimentary daily newspaper
- Complimentary use of Calgary's largest indoor hotel waterpark, "Oasis River Country"
- Voice Mail and two line speaker phones
- In-room complimentary coffee/tea
- Hair dryers and full size iron and board in all rooms
- Ice and pop machines on every floor
- High-speed internet access available

*Group guestroom arrangements must be made through your catering representative.

Rates only available on Friday, Saturday and Sunday nights

Rates are not applicable during the Petroleum Show and the Calgary Exhibition and Stampede