



Wedding Planner 2009

#1 Brew Creek Road • Whistler • British Columbia • Canada • V0N 1B1
Tel: (604) 932-7210 • Fax: (604) 932-7223 • www.brewcreeklodge.com

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Wedding Accommodations

Weddings at Brew Creek Lodge are considered full facility functions, giving you & your guests exclusive use of our twelve-acre paradise & all its amenities. Non-exclusive partial rentals (Minimum \$2,000 rental & 11pm noise curfew) may be considered on off-peak dates (i.e. Sundays; weekdays/weekends Oct 31-May 31)

Our Full Facility Rental Includes:

Newly renovated accommodations with rustic elegance and custom décor showcasing Brew Creek's natural splendor.

Six beautifully appointed lodge rooms with private bathrooms, two unique, completely self-contained private houses with fireplaces, two guest suites, one deluxe cabin and a snug tree house.

Accommodations for up to 36 guests
(includes 4 double sofa beds & 3 roll away cots)

Main Lodge banquet hall with wooden dance floor, full-service yellow pine bar, large river rock fireplace and seating capacity for up to 70 guests.

Linens & place settings, set up & take down included
(Please see floor plan in the Wedding Planner Appendix)

Cozy cedar wedding Chapel, built right over Brew Creek for indoor ceremonies & features a river rock fireplace (maximum 60 chair capacity plus standing room)

White folding ceremony chairs
(70 available - set-up & take down included)

Well-groomed lawns and gardens for a memorable outdoor ceremony, with room for a great variety of leisure activities.

Four beautiful outdoor decks with patio furniture give ample opportunity for guests to relax & enjoy the surrounding pristine forest.

Two gas BBQs (We supply the fuel - great for the rehearsal dinner.)

Coffee makers are supplied in most guest rooms. Main Lodge coffee service is available from ceremony time onward throughout the reception.

Outdoor hot tub, the gentle flowing waters of Brew Creek, plus a glacier-fed water hole for those seeking a more natural dip.

Reservations and Payment Plan

The Wedding Couple may hold a tentative booking in the reservation system for their wedding date for up to two weeks. If Brew Creek Lodge receives no update from the couple within that time, their hold on the date is automatically released. Reservations are secured upon receipt of a completed & signed 'Wedding Booking Agreement' (by both members of the wedding couple) & an initial deposit of \$3,000. Please see payment schedule details on the Booking Agreement (pg 14)

Full Facility Rate: 1 night - \$4,000, 2 nights - \$7,000, & 3 nights - \$9,000
~A minimum of two nights is required on all long weekends~
~Accommodation rate is subject to 5% GST and 8% Hotel Tax~
~Guaranteed room check-in time is 3:00pm - Check-out time is 11:00am~

Accommodation Descriptions

The Main Lodge

*Sleeps up to 15 people (8 beds, 1 double pull-out sofa bed & 1 day bed)
All 6 rooms have private, 3-piece bathrooms*

- Rooms 1 & 2 each have two twin beds
- Rooms 3 & 4 each have one queen bed
- Room 5 has one queen bed & a double pull-out sofa bed in a separate sitting area
- Room 6 has a queen bed and a single day bed in a separate sitting area. As the day bed has built in head & foot boards, it may not be suitable for taller than average guests

Trappers Cabin

Sleeps up to 4 people (1 queen bed, 1 queen pull-out sofa bed, 1 bathroom)

- One bedroom deluxe cabin with a queen size bed. The living room has a queen size pull-out sofa bed and features a gas fireplace. There is a five piece bathroom with a shower and a large soaker tub. The cabin also has a small kitchen nook with a mini-fridge, microwave and coffee maker. A lovely view of the property can be seen from the sitting area on the sheltered porch out front.

Guest House

Sleeps up to 10 people (3 bedrooms, 1 double pull-out sofa bed, 3 bathrooms & room for 2 cots)

- The Guest House is a fully self-contained house. The main floor has a full kitchen with fridge, dishwasher, microwave / convection oven, stove top and dish service for up to 10 people. The house has a large dining area and a comfortable living room with a river rock fireplace. There is a double pull-out sofa bed in the living room.
- The main floor boasts a large bathroom with walk-in shower and double sized whirlpool tub. The three bedrooms are located upstairs. The master bedroom has a queen bed and 3-piece ensuite bathroom. The other two bedrooms each have a double bed. A second 3-piece bathroom is also located upstairs. The outdoor hot tub is located outside the front door and Brew Creek flows behind it. This house is equipped with an iron and ironing board.

Executive Suite

Sleeps up to 4 people (1 double bed, 1 double sofa-bed & 1 bathroom)

- The Executive Suite contains one double bed, a full bathroom, and a sitting area with a double pull-out sofa bed. A mini fridge and coffee maker are also provided. This self-contained suite is attached to the Guest House with an adjoining door that is lockable on either side for complete privacy. This suite is equipped with an iron and ironing board.

Accommodation Descriptions

North Suite

Sleeps up to 3 people (1 queen bed, 1 bathroom & room for a cot)

- The North Suite contains a queen bed, a 3-piece bathroom, and a sitting area. A mini fridge and coffee maker are also provided. There is room for a rollaway cot if requested. The suite is attached to the Guest House without an adjoining door. This suite is equipped with an iron and ironing board.

Tree House

Sleeps up to 2 people (1 double bed, no bathroom)

- The Tree House is a quaint little cabin built up off the ground. A staircase leads up to its small front balcony. There is a double bed in the loft, accessible by ladder. Guests in the Tree House share bathroom facilities next door in either the Guest House or Trapper's Cabin.

Wedding Day Agenda

To assist you with planning, we have organized a suggested service agenda to give you an idea of possible timing for activities on your special day. Please note that all food & beverage service on the grounds from ceremony time until 1am will be provided by Brew Creek Lodge's own catering.

Ceremony

4:00 PM

Please note that it is of **utmost importance** that your ceremony begins on time. Marriage commissioners often have other ceremony commitments.

Champagne & Hors D'oeuvre Service

4:30 PM

Immediately following the ceremony

Bar Service

5:00 PM

Bar opens.

Bar closes at 12:30 AM.

Banquet hall closes at 1:00 AM.

Photo Session

4:30-6:00 PM

We suggest that the photographer familiarize themselves with the property prior to the wedding photo session to plan out the timing of the photo shoot.

Wedding Dinner Reception

6:00-8:00 PM

Dinner seating begins with wine service at tables. Head table to start dinner buffet. Please note that punctuality is very important to ensure that meals are served fresh and hot. Timing is especially important when serving lamb or prime rib.

Wedding Cake Cutting

8:00 PM

Immediately following dinner service

Official cake cutting

Speeches

(We cut wedding cake into serving slices during the delivery of speeches)

Dessert Buffet

8:30 PM

Cake, assorted cut fruit and coffee / tea are available throughout the evening

Dance

9:00 PM

Main Lodge clear & locked up by 1:00 AM.

Wedding Reception

Wedding Reception Dinner Buffet

Serves up to 70 guests.
Catered by Brew Creek Lodge; Served in the Main Lodge.

~Choice of~

(1 served salad or 2 salads on buffet)
Mixed Spring Greens with Raspberry Vinaigrette
Roma Tomatoes, Feta Cheese, and Mixed Greens Platter
Homemade Caesar Salad
Greek Salad
Asian Coleslaw

~Choice of~

(Select 1)
Mixed Grilled Peppers, Zucchini and Onions
Carrots and Snow Peas

~Choice of~

(Select 2)
Braised Chicken Breast with Mushroom Sauce
Wild Coho Salmon Fillets with Lemon Dill Sauce
Carved New Zealand Leg of Lamb with Mint Demi-Glaze
Carved Herb Crusted Prime Rib au Jus (This selection \$42.00 per person)
Please note: Prime rib cost subject to change based on current market price.

~Accompanied by~

Multi-Grain Rolls and Butter
Oven Roasted Potatoes
Rice Pilaf
Seasonal Fruit Platters offered with Wedding Cake
Coffee, Selection of Tea and Hot Chocolate

~\$36.00 - \$42.00 per person~

(Prices subject to 5% GST and 15% gratuity)

~Please note that children 5 yrs to 11 yrs old are 1/2 price.~
~There is no charge for children under 5 yrs~

Wedding Cake & Dessert Service

The Wedding couple provides the wedding cake / assorted dessert.
Following the official cake cutting ceremony,
Brew Creek will slice it into serving pieces while the Wedding
party continues with speeches & toasts.
The sliced cake is carefully displayed on silver serving platters
along with seasonal sliced fruit & placed on the dessert buffet.

The dessert buffet, coffee / tea service is available for a few hours following dinner.

Champagne & Hors D'oeuvres Service

Champagne Service

Champagne service following the ceremony is a wonderful way for family & friends to toast & congratulate the newly weds.

Here at Brew Creek Lodge you have two options to choose from:

Option 1

The Wedding Couple provide champagne or sparkling wine of their choice & our service staff will hand serve all wedding guests following the ceremony.

- Alcohol should be purchased through B.C. liquor store
- Couple decides on the quantity served (one glass / guest or free flowing)
- Corkage fee of \$12.00 applies for each 750ml bottle served (charged based on 750ml, regardless of the size of bottles opened)
- Fee subject to 15% gratuity & 5% GST

Option 2

The Wedding Couple purchase champagne or sparkling wine through Brew Creek Lodge & our service staff will hand serve all wedding guests following the ceremony.

- You decide on quantity served (one glass or free flowing)
- Prices vary per bottle, depending on type
- Prices subject to 5% GST, 10% liquor tax, 15% gratuity

Hors D'oeuvres Service

Hors d'oeuvres may be served along with champagne service following the ceremony. While the photos are being taken, guests mingle & enjoy wonderful bite size appetizers prior to dinner service. Brew Creek Lodge has a variety of delicious hors d'oeuvres to choose from.

Hors D'oeuvres Menu

~Choice of~
(Select 3 Types)

Bruscetta
Golden toast rounds with pate
Smoked salmon canapés
Mini vegetable spring rolls
Mini quiche

~\$12.00 per person~

(Prices subject to 5% GST and 15% gratuity)

Bar Service

Option 1 ~ Brew Creek Lodge Bar

The Brew Creek Lodge reception area is a licensed dining room facility that offers full bar service. Bar costs are paid by the Wedding Couple on their final invoice. Please note that BCL refrains from offering shots or doubles from the bar.

Ticket prices are before 5% GST, 10% liquor tax and 15% gratuity

Bottled or Canned Beer
~\$4.60~

Spirits or Wine by the Glass
~\$5.35~

House Wine by the Bottle
~\$26.25~

Soft Drinks
~\$1.65~

Option 2 ~ Full Corkage Bar

Due to the requests for higher priced wine / champagne options, BCL now offers couples the option of personally selecting & purchasing reception wine, champagne, beer & spirits with the 'full corkage' option.

Wine Corkage

- The wedding Couple purchase the wine for the bar & dinner service. All alcohol should be purchased through a B.C. Liquor Store.
- An inventory is taken together when wine is received upon arrival, then a closing inventory is taken of remaining unopened wine bottles upon departure.
- Wine corkage fee of \$12.00 is applicable per 750 ml bottle of opened wine.
- Please note that the charge is based on 750ml of wine, regardless of the size of bottles opened, i.e. 1.5 liter bottles are charged \$24.00 (2x \$12.00).

Bar Corkage

- The wedding Couple supply their own beer & spirits for bar service. All alcohol should be purchased through a B.C. Liquor Store.
- A bar corkage fee of \$15.00 per person is applicable. The bar corkage is a one time fee, regardless of the quantity of alcohol, soft drinks or juices served.
- This fee pays to supply the appropriate number of bartenders required throughout the 8-10 hr reception, bar set-up / clean up, glass rental, ice, garnishes & all assorted soft drinks & juice for mixed drinks.
- Children under five are free of charge. Children five to eleven years old are half price for their consumption of pop, juice or milk.

*~Please note: Both corkage fees apply with option 2
Fees are subject to 5% GST and 15% gratuity~*

Last call is at 12:00 AM
Bar closes at 12:30 AM

~ Please note that BCL refrains from offering shots or doubles from the bar ~

Main Lodge Reception Room Service ends at 1:00 AM when it is locked for the evening

Additional Catering

In addition to catering the wedding reception banquet, Brew Creek Lodge also caters other meals including the rehearsal dinner, morning meals or lunch service.

BCL does not operate a restaurant on property & the nearest food services are located 17km north on Hwy 99, in Whistler. Please keep this in mind when drawing up an itinerary of the weekend for your guests. Ordering / preparing 'welcome' gift baskets containing snacks, beverages, flashlights, insect repellent or other necessities is always a success.

Most units come equipped with both refrigerators & coffee makers.

The wedding couple may plan their own meals from the Guest House. We suggest using either rental or disposable dishware, & to bring along any serving trays, bowls, utensils or extra cutlery you may need for your meals. (Guest House is equipped with place settings, pots & pans for up to 12 people)

Please inform BCL of allergies or dietary restrictions for catered menu planning.

Breakfast Buffets

(Serves up to a max of 70 guests, catered by Brew Creek Lodge in the Main Lodge)
~ Please note; Buffet service is available for one hour starting at 9 or 9:30am ~

Basic Continental

Fresh Seasonal Fruit Platters
Assorted Cold Cereals & Granola
Yogurt
Assorted Breads & Jams
Orange Juice, Coffee, Assorted Teas & Hot Chocolate
~\$12.00 per person~

Full Continental

Fresh Seasonal Fruit Platters
Assorted Cold Cereals & Granola
Yogurt
Assorted Muffins
Bagels & Cream Cheese
Assorted Breads & Jams
Orange Juice, Coffee, Assorted Teas & Hot Chocolate
~\$15.00 per person~

Hot Brunch

Waffles Served with Maple & Blueberry Syrup
Oven-Baked Egg & Cheese Casserole
Bacon & Sausages
Grilled Potatoes
Fresh Seasonal Fruit Platters
Yogurt
Assorted Cold Cereals & Granola
Muffins, Bagels & Cream Cheese
Assorted Breads & Jam
Orange Juice, Apple Juice, Coffee, Assorted Teas & Hot Chocolate
~\$21.00 per person~

(Prices subject to 5% GST and 15% gratuity)

Referrals

Hairstylists & Estheticians

Devlin Salon, Squamish 604-898-4788
www.devlinsalon.com
Farfalla in Whistler 604-935-1188

Baby Sitting / Child Care / Child-related Rentals

Nanny Network, Whistler 604-938-2823
Babies on the Go (Baby equipment rentals) 604-905-0002

Transportation

Glacier Coach Lines – Chartered Mini-buses/Vans 604-932-2705
Greyhound Bus Lines 604-932-5031
Whistler Taxi Service 604-938-3333

Live Music / Disc Jockeys

Trax Productions, Whistler 604-932-1324
Musical Occasions – Ceremony music etc 604-538-8530
E-mail: jantrerise@shaw.ca fax: 604-538-8540
Rob Funk – Live music, Whistler 604-905-7797
E-mail: rhebert@whooshnet.com
Juan Carreras – Flamenco / Latin Guitar, Squamish 604 898 9406

Photographers

Brian Noppe 604-484-9075
<http://www.noppephoto.com>
Burneimg Images, Squamish 604-892-2876

Equipment Rentals

Rental Network Ltd, Squamish 604-892-8200
E-mail: rentalnetwork@uniserve.com fax: 604-892-9500
Sabre Rentals, Whistler (Extra Chairs, Tables, BBQs) 604-932-5583
or toll free 1-877-932-5583
Rocky Mountain Productions (slide projector, etc.) 604-935-3456

Wedding Gift Baskets & Registry

Classic Greetings' Unique Gift Baskets 604-879-9766
www.classicgreeting.com 1-800-387-7118

Wedding Cakes, Pastries & Desserts

Rosalind's Dessert by Design 604 938 6883
Xocolatl Chocolate Creations 604 892 9446

Wedding Flowers

Eleni Floral Design & Décor, Whistler 604 902 0775
E-mail: info@elenifloral.com

Marriage Commissioners / Officiates

Jennifer Villard 604 938 1104
Sandy Pyatt 604 938 1082
Kelly Oswald 604 935 0488
Sharon Doiron 604 938 2863
E-mail: ridoiron@telus.net
Carol Stretch 604 932 0311

Additional Accommodations

Catherine & Dion Roseman 604-925-5183

Checklist

One month prior to your wedding, please forward us the following:

- Arrival date & time, supply drop off times, arrival of service people.
- Final 'Rooming List' to be sent by fax, post or email.
- Alternate meal plans for guests (ie; dishes, supplies or equipment required).
- Confirmation of wedding day service agenda (ie; ceremony/bar/dinner times)
- Confirmation of estimated number of guests for ceremony/reception dinner.
- Confirmation of additional catering (ie; Rehearsal BBQ or morning meals).
- Selection of location for indoor / outdoor ceremony site.
- Banquet Hall & ceremony diagram (chair/table #'s /aisle width/addt'l tables)
- Type of champagne service (1 glass only or free flow service)
- Hors d'oeuvres service selection;
 - 1)
 - 2)
 - 3)
 - 4) Cheese Platters
- Bar service option & bar opening time;
- White or ivory table linen;
- Entree choices for reception dinner (2 selections);
 - 1)
 - 2)
- Vegetable selection;
- Salad selection (1 served or 2 on buffet);
 - 1)
 - 2)

Office hours are 9am - 5pm daily.

Please contact our Wedding Coordinator Wed - Sun between 12 & 5pm.

Email info@brewcreeklodge.com * Phone: 604 932 7210 * Fax: 604 932 7223 *

Additional Booking Information & Policies

To reserve Brew Creek Lodge for a Saturday Wedding, the wedding couple books the facility for 1 or more nights & are then responsible for designating guests to specific sleeping units.

TO ENSURE GUESTS ARE PREPARED FOR THEIR STAY, PLEASE PASS ON THE FOLLOWING:

The wedding couple is responsible for all charges-Brew Creek does not bill wedding guests individually. If the guests are contributing towards the cost of accommodations, please be sure to inform them well in advance of the wedding (perhaps in the invitation) & arrange collection independent of Brew Creek Lodge.

We are zoned as a hotel and are therefore restricted from offering facilities for tents, campers or RV's. Brandywine Falls campground is 2 km north on Hwy 99.

All Guest rooms are non-smoking & and a 'No Pets' policy is firmly in place. Guest rooms are not equipped with telephones, televisions, radios or alarm clocks. Irons & ironing boards are available. There is a public telephone in the Main Lodge lobby

If young children are attending, please bring any equipment they may need.

We do not require a damage deposit in advance; however, the wedding couple is held responsible for property damage including to linens, furnishings, carpets, hot tub, etc. To avoid an additional cleaning fee, the wedding couple is required to ensure kitchen clean up in Guest House prior to check-out (dishes through dishwasher, garbage to blue bin, left over food bagged / disposed of, recycling bagged & left inside units). The guest kitchen is equipped with most necessary cleaning supplies.

All wedding guests are requested to remain in the same unit for each night of their stay wherever possible, as full housekeeping services are not provided for group bookings. Brew Creek Lodge ensures clean up of units after check out, except for the cleaning of dishes & removal of garbage.
Please see front desk for additional linen or towels as needed.

Our posted policies on hot tub use must be followed closely to ensure that the hot tub will remain available to all guests for the duration of their stay.

Brew Creek Lodge is located in a beautiful natural setting surrounded by "mother nature". Please keep all doors closed to avoid attracting critters from the surrounding forest. We suggest bringing insect repellent. To avoid attracting unwanted wildlife to the area while enjoying meals outdoors, please ensure that all food & garbage is properly bagged & stored indoors or placed in the blue bin located in the guest parking lot.

Guest House & the Main Lodge are supplied with wood & quick-start firelogs. Fireplaces are mainly for ambiance; please limit the amount of wood burned at one time.

Kindly bring all necessary items for decorating, such as scissors, tape, pins, etc. along with any necessary extension cords / power bars. No tacks or nails are to be used on walls, pillars or mantles. All clean-up of indoor & outdoor decorations, including removal of tape & tacks is to be completed prior to check-out.

Please note that decorating services are not available from Brew Creek Lodge.

The couple incurs a nominal fee, payable to SOCAN if music that has a copyright is to be presented during the reception. Brew Creek Lodge will file the \$57.55 fee on behalf of the couple in accordance with Canada's Intellectual Copyright laws.

Wedding Booking Agreement

The signatures below ensure that all information & pricing supplied in the Brew Creek Lodge Wedding Planner document has been read, understood & is fully agreed upon by the wedding couple named below. We also require signatures from any other financially involved parties on this Booking Agreement.

Today's Date: _____

Booking Date(s): _____

Name: _____

Address: _____

Contact Info: Phone: _____ Fax/Wk: _____ Email: _____

Signature: _____

Name: _____

Address: _____

Contact Info: Phone: _____ Fax/Wk: _____ Email: _____

Signature: _____

Deposit & Payment Schedule

1st Deposit: To confirm your booking dates, we require a \$3,000.00 deposit toward your estimated cost of accommodations.

2nd Deposit: 4 months prior, the balance of your cost for accommodations is due.

3rd Deposit: 1 month prior, estimated food service costs are due based on the expected number of guests.

Final Balance: Bar charges with taxes & gratuities plus any additional food service charges are due upon check out.

PLEASE NOTE: DEPOSITS ARE 100% NON-REFUNDABLE & NON-TRANSFERABLE

Late check-outs may be arranged in advance based on availability. A substantial fee will be incurred by the wedding couple if units are not vacated by 11am check-out. The wedding couple assumes full responsibility for repair/replacement in the case of damages to BCL property during the period of rental.

Brew Creek Lodge Rooming List

Name/Function: _____ Date: _____

Main Lodge (sleeps 13) ~ Each lodge room has a 3-piece private bathroom (No cots available)

Room 1. Twin Bed _____ Twin Bed _____

Room 2. Twin Bed _____ Twin Bed _____

Room 3. Queen Bed _____

Room 4. Queen Bed _____

Room 5. Queen Bed _____ Double Sofa Bed _____

Room 6. Queen Bed _____ Twin Day Bed _____

Executive Suite - Attached to the Guest House with lockable adjoining door (sleeps 4)

Full bathroom, fridge & coffee maker~

Double Bed _____ Double Sofa Bed _____

North Suite - Attached to the Guest House; no adjoining door (sleeps 2)

Private 3-piece bathroom, sitting area, fridge and coffee maker (Room for cot)~

Queen Bed _____

Trappers Cabin (sleeps 4) ~ One queen bed in bedroom, 5-piece bathroom, double pull-out sofa bed in separate sitting area. Fridge, coffee maker & toaster (Room for cot) ~

Queen Bed _____

Double Sofa Bed _____

Guest House (sleeps 10) ~ (main floor bathroom with jacuzzi tub) Double pullout sofa bed in living room, full kitchen, & rock fireplace (Room for 2 cots in living area)~

Master Bedroom with en suite Bathroom: Queen Bed _____

Room 2: Double Bed _____

Room 3: Double Bed _____

Living Room: Double Sofa Bed _____

Tree House (sleeps 2) ~ unique unit featuring a double loft bed with ladder access & no bathroom~

Loft: Double Bed _____

Appendix

*The following Maps and Room Layouts are available from our website
in a separate Document entitled: Wedding Planner Appendix*

Brew Creek Lodge

~ Site Map & Unit Layouts ~

Site Map - Grounds

Layout - Banquet Hall

Layout - Chapel

Layout - Main Lodge

Layout - Guest House / Executive Suite / North Suite

Layout - Trapper's Cabin

Layout - Tree House
