## → OVERVIEW OF VENUES ⊢

# HISTORIC EVENTS HAPPEN HERE

The scene is already set. Our diverse and distinctive venues offer the perfect setting for any event, year-round. Each venue offers a unique ambience and style with no additional décor required.

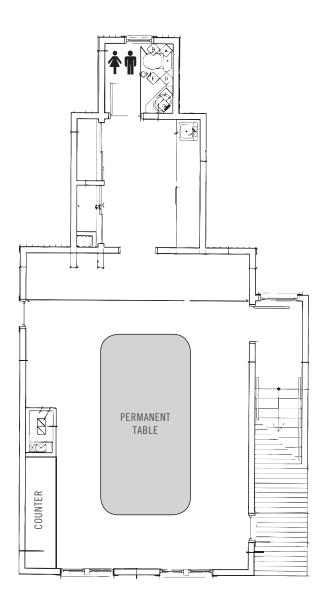
VENUE	BANQUET Buffet	BANQUET Plated	COCKTAIL Reception	MIN. GUESTS Day / Night
Calgary Town Hall	20	20	—	12/—
Railway Orientation Centre	72	—	90	24 / 40
Millarville Ranchers' Hall	60	—	80	25 / 40
Canmore Opera House	64	_	100	25 / 40
Gunn's Dairy Barn	120	136	140	48 / 80
Wainwright Hotel	184	184	375	80 / 120
Gasoline Alley Museum	400	400	1,000	150*/ 250
Gasoline Alley Mezzanine (daytime only)	160	—	344	40/
Founders' Lounge	48	48	80	12 / 20
Selkirk Gallery Room	48	64	80	20 / 30**
Chautauqua Tent	350	—	600	100 / 200
Celebration Tent	1,000	—	1,500	350 / 350
Famous 5 Centre of Canadian Women	22	22	60	12 /15

\*Select Mondays. \*\*Within 30 days.

# VENUES - CALGARY TOWN HALL +

This replica of Calgary's first town hall offers a large council chamber and features a stunning solid oak boardroom table. Located in the heart of Heritage Park with spectacular views of the mountains and surrounding foothills, the Town Hall boasts a truly unique atmosphere for small meetings and seminars.





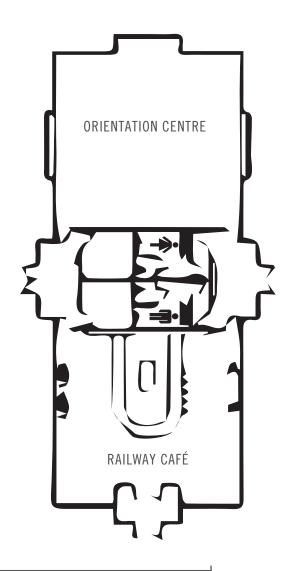


### **VENUES – RAILWAY ORIENTATION CENTRE** +

Modelled after Calgary's first Canadian Pacific Railway station, the Orientation Centre is situated in Heritage Town Square, just outside the Historical Village gates. With views of the Glenmore Reservoir, the Orientation Centre provides a delightfully classy, bright venue for your catered event or meeting. Located in the same building, the Railway Café may be available as an extended venue for your evening event.

CAPACITY		FOOD SERVICE	MINIMUM REQUIREMENTS	AVAILABILITY	RENTAL
Classroom Banquet Buffet Cocktail Reception	36 72 90	Banquet Buffet Cocktail Reception	Day — 24 Guests Evening — 40 Guests	Day — Year - Round Evening — Year - Round	Day — \$500 Evening — \$700

Rental must be combined with a food and beverage component. Standard parking fees apply.





# + VENUES – MILLARVILLE RANCHERS' HALL ⊢

An original century-old building, Ranchers' Hall was used by ranchers and their families for community events such as dances and church services. Situated in the tranquil Settlement area of Heritage Park, amidst the fir trees, this log-style venue provides a perfectly charming setting for your meeting or intimate event.



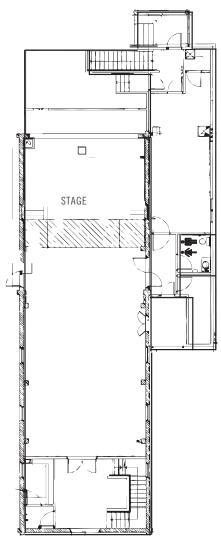




### VENUES - CANMORE OPERA HOUSE +

In the early 1900s, the Canmore Opera House hosted a variety of events including lavish dances, plays and concerts. It was the most popular place for entertainment in the nearby Canadian Rockies. Hollywood entertainers, Jack Benny and Ginger Rogers, drove to Canmore to see the world's only log opera house. This original building, newly renovated, is located on the main street of the Historical Village.





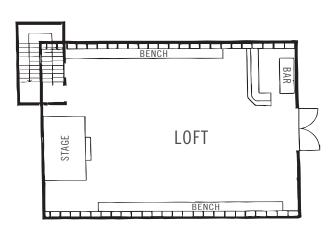
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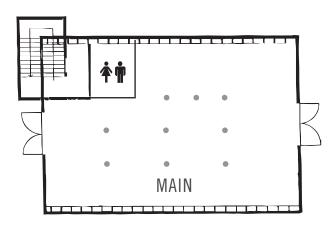


### VENUES – GUNN'S DAIRY BARN

Once a real barn, complete with cattle in the stalls and hay in the loft, this fully refurbished rustic venue offers a western ambiance ideal for a mid-to-large wedding reception or for fun corporate functions. Meals are served on the main floor, while the upper level provides a stage and hardwood floor for an authentic barn dance.

CAPACITY		FOOD SERVICE	MINIMUM REQUIREMENTS	AVAILABILITY	RENTAL		
Theatre (upper level) Banquet Buffet Banquet Plated Cocktail Reception	80 120 136 140	Banquet Buffet Banquet Plated Cocktail Reception	Day — 48 Guests Evening — 80 Guests	Day — Weekdays Only Evening — Year - Round	Day — \$675 Evening — \$995		
Rental must be c	ombine	Cocktail Reception 140 Rental must be combined with a food and beverage component. Standard parking fees apply during operating season.					



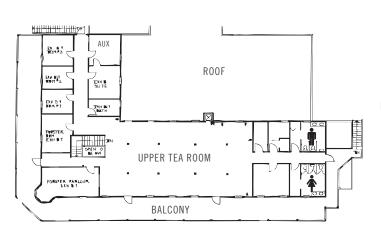


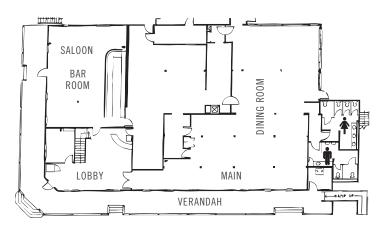


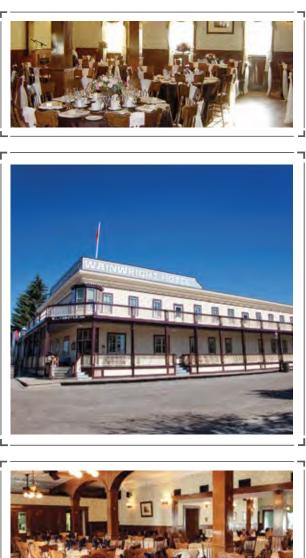
### VENUES – WAINWRIGHT HOTEL

The Wainwright Hotel is a replica of an original hotel, first built in Denwood Alberta, then moved to the town of Wainwright. The hotel was once the centre of the town's social activities and provides a large, elegant setting for your big event. The hotel features a grand entrance, authentic saloon and charming dining room.









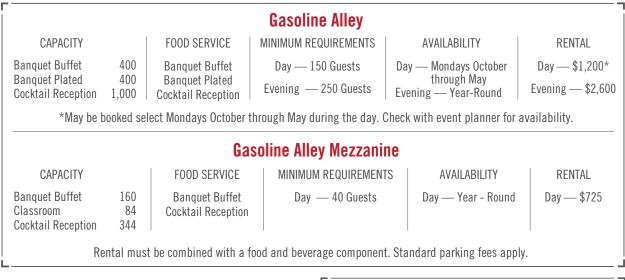
### VENUES – GASOLINE ALLEY MUSEUM

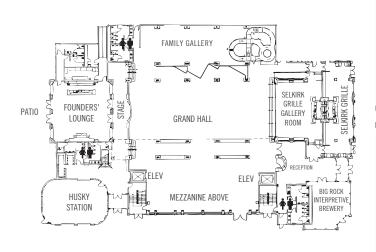
#### **Gasoline Alley**

"Dining among the collection" describes the ambiance of the Grand Hall in the Gasoline Alley Museum. Steeped in automotive antiques and nostalgia, this venue will transport you back to a revolutionary era in western Canada's history. Guests will be captivated by the stunning vintage vehicles, historic gas pumps and colourful automotive memorabilia. The museum is located in Heritage Town Square, just outside the Historical Village gates. The upper level Mezzanine is included with a Gasoline Alley rental and the adjoining Selkirk Grille Gallery room may be available as an auxiliary room for your event.

#### **Gasoline Alley Mezzanine**

With a view of the Glenmore Reservoir and overlooking the Grand Hall of the Gasoline Alley Museum, this delightful and bright venue encompasses the colourful design of the museum. For meetings, presentations or lunch, this open loft style venue offers a unique setting. The Mezzanine is available as a separate venue to Gasoline Alley during the day; while the museum remains open to the public.



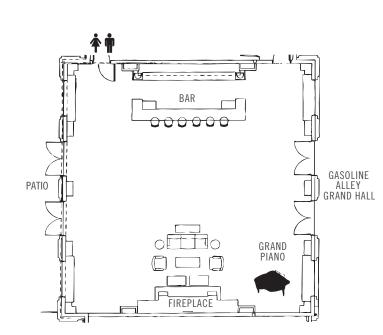




## → VENUES – FOUNDERS' LOUNGE IN GASOLINE ALLEY +

Located inside Gasoline Alley Museum is the Founders' Lounge, named in honour of the generous benefactors of Heritage Park Historical Village. This private room exudes 1930s richness, class and elegance with rosewood finished paneled walls and leather furnishings. The Founders' Lounge has catered to many prestigious functions including ministers of governments and international executives. Your guests will truly feel divine in this richly appointed setting.







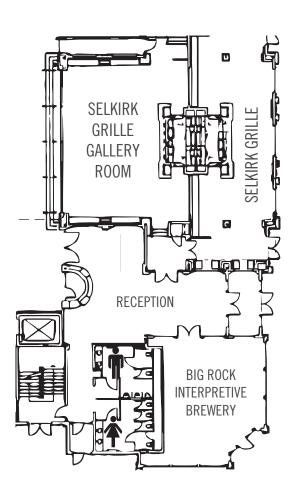


# VENUES - SELKIRK GRILLE GALLERY ROOM

#### Casually elegant, uniquely vintage, distinctly Canadian.

The Gallery Room, a private room adjacent to the Selkirk Grille, features sandstone, warm wood accents, and a wall of windows looking into the museum. The backdrop of Gasoline Alley's Grand Exhibit Hall showcases vintage vehicles providing an elegant setting for your catered event.





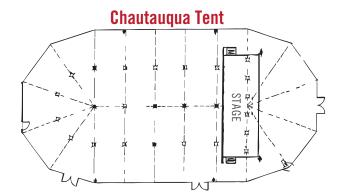




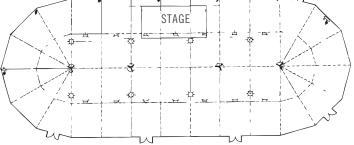
# **VENUES** – CHAUTAUQUA TENT AND CELEBRATION TENT +

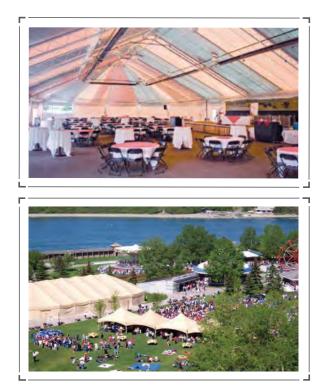
The tents are reminiscent of those erected in the early 1900s for outdoor events. Travelling entertainers, educational lectures and chautauqua troupes were hosted in these types of tents. Event tents were tan in colour to distinguish them from the typically white circus tents. Situated next to an expansive green space in the Historical Village, the adjoining tents, which are connected by washroom facilities, are ideal for large company picnics and barbecues.

			Chautauqua Tent		
CAPACITY		FOOD SERVICE	MINIMUM REQUIREMENTS	AVAILABILITY	RENTAL
Banquet Buffet Cocktail Reception	350 600	Banquet Buffet Cocktail Reception	Day — 100 Guests Night —200 Guests	Day — Operating Season Evening — Operating Season	Day — \$625 Evening — \$1,52
			<b>Celebration Tent</b>		
CAPACITY		FOOD SERVICE	MINIMUM REQUIREMENTS	AVAILABILITY	RENTAL
Banquet Buffet Cocktail Reception	1,000 1,500	Banquet Buffet Cocktail Reception	Day — 350 Guests Night —350 Guests	Day — Operating Season Evening — Operating Season	Day — \$725 Evening — \$2,02
		Chautauqu	a & Celebration Ten	ts Combined	
CAPACITY		FOOD SERVICE	MINIMUM REQUIREMENTS	AVAILABILITY	RENTAL
Banquet Buffet Cocktail Reception	1,350 2,100	Banquet Buffet Cocktail Reception	Day — 350 Guests Night —350 Guests	Day — Operating Season Evening — Operating Season	Day — \$1,200 Evening — \$2,600
Rental mus	t be comt	) bined with a food and	beverage component. Stand	ا Iard parking fees apply during o	perating season.





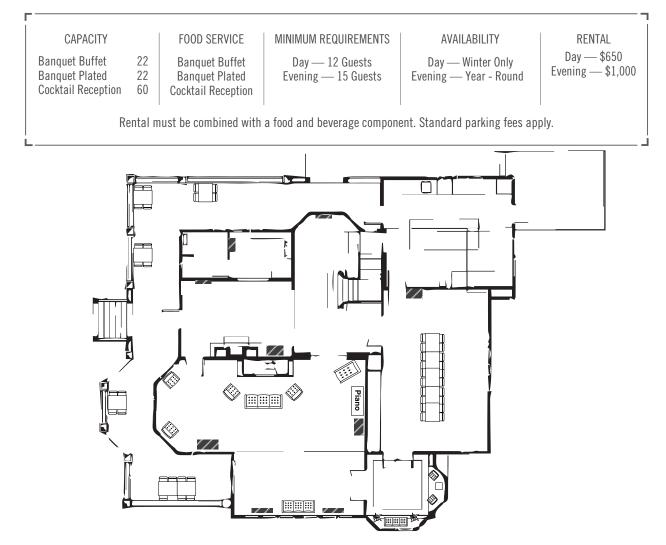




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## VENUES – FAMOUS 5 CENTRE OF CANADIAN WOMEN

This charming Tudor Revival-style house is a replica of the one that Nellie McClung called home from 1923-1932 in Calgary's Beltline neighborhood. It reflects the aesthetics and grace of a by-gone era and is the ideal "home away from home" for hosting intimate dinner parties and elegant cocktail receptions.





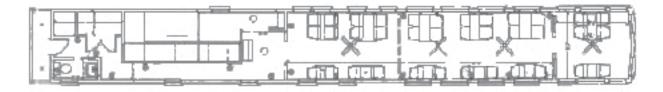


Prices subject to change. Food and beverage subject to 18% gratuity.

# VENUES – RIVER FORTH DINING CAR

The River Forth began its service in 1929 as a Solarium Observation car, before undergoing many more modifications and downgrades. Heritage Park restored the car back to its lavish beginnings, this time as an elegant 1920s dining car. Enjoy a luxury dining experience while you travel around the Park, or enjoy the tranquil views from a stationary location.

CAPACITY FOOD SERVICE		MINIMUM	AVAILABILITY	RENTAL
	REQUIREMENTS	Subject to	Stationary Dining Car — \$49.95 per perso	
Plated 36	Plated	Day — 25 Guests	Availability	In Motion Dining Car — \$67.95 per persor
	neal featuring re		ern Canadian cuisine	e with selection, in advance, of entrée choice.
Three-course n	neal featuring re F00D	gional and traditional west	-	• • • • • • • • • • • • • • • • • • •
	neal featuring re	gional and traditional west	ern Canadian cuisine	with selection, in advance, of entrée choice.
	neal featuring re F00D	gional and traditional west	ern Canadian cuisine AVAILABILITY	e with selection, in advance, of entrée choice. RENTAL







### **CATERING POLICY**

Thank you for choosing Heritage Park Historical Village (Heritage Park) to host your special function. To ensure a well-organized event, the following catering policies must be adhered to. Should you have any concerns, please contact a member of our Catering & Sales Team prior to booking.

- An initial deposit, specific to the venue selected, and a valid credit card are required to confirm your event date. This deposit is due within fourteen (14) days of booking your event. This deposit will be credited toward your final invoice. Personal cheques will not be accepted.
- 2. Wedding and Private Event customers must submit a second deposit of 100% of the estimated balance, due fourteen (14) days prior to the date of the event. Any remaining balance is due upon receipt of invoice. After thirty (30) days, outstanding balances will be charged to the credit card on file. Credit balances will be returned following the event. Personal cheques will not be accepted.
- 3. Association, Convention and Corporate customers must submit a second deposit of 80% of all estimated food and beverage costs due fourteen (14) days prior to the date of the event. Any remaining balance is due upon receipt of invoice. After thirty (30) days, outstanding balances will be charged to the credit card on file. Credit balances will be returned following the event.
- 4. Your Heritage Park Catered Event Planner must be advised of the general details and menu selections no less than fourteen (14) days prior to the date of the event. If no menu food & beverage selection has been provided, our Chef will make a suitable choice on your behalf.
- 5. When ordering special dietary meals the following information must be provided: guests' names, table numbers (if applicable) and dietary restrictions. Customers must provide their guests with a place card indicating their special order. The cards should be presented to the assigned on-site catering staff member to ensure the guests are served the appropriate meal.
- 6. When offering guests a choice of entrée selection (up to a maximum of two (2) entrées), the client must provide in advance the breakdown of each entrée selection to the Event Planner, and must provide each guest with a place card indicating the entrée selection. The entrée selection must be indicated on the place card provided by the client with either the written entrée or initial. The place cards should be clearly visible to the on-site catering staff to ensure the guests are served the appropriate meal.
- All prices and menu selections are subject to change and will be confirmed no more than ninety (90) days prior to the date of the event. All food and beverage is subject to an 18% gratuity fee. Food and beverage costs are GST exempt.
- If you do not purchase a full meal per person and/or do not meet the minimum attendance requirements for your selected venue, as outlined in your confirmation letter, a surcharge will apply.
- 9. A venue rental fee will apply for all venues. Rental fee includes standard table settings, linens, centerpieces (except in the Tents), podium with microphone, the use of a house sound system appropriate for background music and uniformed service staff. In addition, catered meeting events receive one complimentary flip chart with markers.
- 10. Gate admission fees may apply for events that are scheduled during hours of operation.
- 11. Cancellation must be received in writing. Cancellation of a confirmed event, less than six (6) months prior to the date of the event, shall incur a cancellation fee based upon the following scale:
  - . Less than six (6) months to one (1) month from event date: 60% of estimated revenue
  - Less than one (1) month to eight (8) days from event date: 75% of estimated revenue
  - Seven (7) days or less from event date: 90% of estimated revenue.

Cancellations of a confirmed date, more than six (6) months prior to the date of the event, shall receive a full refund.

- 12. The S.S. Moyie will sail rain or shine, and will only be cancelled in the event of dangerous sailing conditions. Any cancellation related to weather conditions is made on the advice of the Heritage Park Boat Captain. Should a cancellation result, due to questionable sailing conditions caused by high winds or electrical storms, the customer's deposit will be fully refunded. For cancellations made by the customer less than six (6) months prior to the event, the deposit will be forfeited.
- 13. While every effort is undertaken to provide a safe environment, all activities are assumed at the risk of the customer and their guests.

- 14. Heritage Park shall be notified of the guaranteed number of guests attending the event a minimum of four (4) business days prior to the date of the event. Should no guarantee be received, Heritage Park will prepare and charge for the last contracted number quoted. The customer will be invoiced for the guaranteed number or the actual attendance, whichever is greater.
- 15. Heritage Park will advise on the optimum venue set-up for your event. Fees will apply for special and/or late set-up requests within three (3) business days of the event.
- 16. In accordance with health regulations, any leftover food and beverage remains the property of Heritage Park, and may not be removed. Buffet service will be restricted to a maximum of one and one half (1.5) hours.
- 17. In accordance with fire regulations, event attendance shall not exceed licensed maximum capacities.
- 18. Fire regulations prohibit the use of open flame candles and sparklers. The wick must be covered and contained by a minimum of 2". The use of smoke/fog machines is not permitted.
- Heritage Park is pleased to provide a smoke-free environment. Designated smoking areas are provided outside of each venue.
- 20. Entertainment, as well as the serving of alcoholic beverages, shall not be permitted after 1:00am for all indoor events. Due to noise by-laws, entertainment, as well as the serving of alcoholic beverages, shall not be permitted after 11:00pm for all Tent events.
- 21. Heritage Park is unable to accommodate menu tastings and samplings.
- 22. Heritage Park is unable to accommodate wedding rehearsals.
- 23. Heritage Park reserves the right to substitute an alternate venue suited to the size of your group.
- 24. Heritage Park shall be the sole supplier of all food and beverage at all functions wedding, anniversary and birthday cakes are the only exceptions. A handling fee will apply.
- 25. The customer is responsible for the conduct of their guests. The customer is also responsible for the costs of any missing Heritage Park property or damages caused by guests, as assessed by Heritage Park.
- 26. Heritage Park is not responsible for any damaged or missing articles.
- 27. The use of tacks, nails or adhesive tape is not permitted. Balloons are not permitted. The throwing, or use in any way, of paper confetti, metallic confetti, flower petals, birdseed or rice is not permitted. A \$500 clean-up fee will apply.
- 28. Access to venues by the guests is permitted no earlier than one (1) hour after closing; access for vendors is permitted no earlier than thirty (30) minutes after closing.
- 29. Heritage Park must be notified of all entertainment. All entertainers must follow Heritage Park guidelines. SOCAN and Re:Sound fees will apply. For third party entertainment arranged by a Heritage Park Catered Event Planner, a 15% booking fee surcharge will apply.
- 30. Entertainers are not permitted to hang any equipment or lighting from the ceilings or fixtures. Electrical and set-up requirements must be confirmed with your Catered Event Planner.
- 31. Customer deliveries must be pre-arranged with your Catered Event Planner. Deliveries to the Heritage Park warehouse must be received between 9:00am and 3:00pm. All items must be boxed and clearly labeled. Heritage Park does not assume responsibility for damaged or missing articles. A handling fee may apply.
- 32. Customer vehicles must be removed from the Historical Village by 1:30am. Any vehicles left overnight within the Historical Village will be towed at the client's expense, and added to the final invoice. Vehicles can remain parked in the public parking lots outside the Historical Village overnight. Standard parking fees apply.
- 33. If you dispute the validity of any specific charge on your invoice, you must inform us of such dispute within 14 days of receipt of invoice.

Please complete (print) and sign, indicating that you have read, understand and agree to the above policies. Return to your Catered Event Planner or fax Catering & Sales 403.268.8590.

Company/Group Name	Organizer
Event Number Event Date	Estimated Attendance
Signature	Date





### FROM THE GOOD THINGS WE GROW

Executive Chef Leighton Smyth has been active in Calgary's culinary industry for over twenty years. He began his tenure at the Park in 2005 as Executive Sous Chef, transitioning into his current role as Executive Chef in 2015 where he has made significant contributions to Heritage Park's success. Alongside his team of culinary experts, Chef Leighton creates regionally inspired menus incorporating ingredients grown on Heritage Park's own 127 acres and highlighting local producers as much as possible. Under Chef Leighton's direction, our chefs enjoy exercising their creativity and are pleased to customize menus to meet their guests' diverse needs. Welcome to our table.







