

# 2025 Wedding Planning Guide



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At Pointe West Golf Club, we can provide the perfect setting for every aspect of your Wedding celebration.

Why should you and your guests have to run all over town, venue to venue, when we can do it all!

Let Pointe West Golf Club take care of everything and give you the day you've always dreamed of!



Say your "I Do's" overlooking Pointe West's Signature 18th Hole complete with pond and fountain. The natural beauty and wide-open space are the perfect setting in which to celebrate your special day with family and friends.

The patio can seat up to 150 guests. We are happy to work with your decorator to ensure they are able to enhance our beautiful setting while also meeting your specific requirements.



The Pointe West Clubhouse can accommodate up to 180 guests, while still allowing for ample space for a dance floor and specialty tables such as gift and dessert tables.

The large attached patio allows your guests to enjoy the fresh evening air without leaving the reception, ensuring no one will miss a moment of your special day.

## PLANNING GUIDE

### EVENT PRICING INCLUDES:

- Use of Clubhouse Rooms and Patio
- Basic Table Linens including table cloths and cloth napkins (limited colours)
- Table Skirting for the head table, dessert and cake tables, gift and registration tables
- Wireless microphone
- Podium
- Selection of background music in various genres
- Staffing
- On-Site “day-of” Wedding Coordinator
- Use of the Emergency Kit

### TYPICAL TIME LINE OF WEDDING PREPARTIONS

Upon Booking Facility: A non-refundable and non-transferable \$2,500 deposit will reserve your preferred date. This will also contribute to the final cost of your event.

Two to Three Months Prior: Meet with the Managers to finalize menu, set-up and timeline, confirm décor needs, ensure contact information for all wedding service professionals who will need access has been forwarded to the Pointe West Wedding Team.

Two Weeks Prior: Confirm guest numbers and finalize any special meals, final walk-through of timeline, set-up and seating plan, remainder of estimated balance due to Pointe West.

One Week Prior: A final “minimum guest number” is required. This is the minimum number of covers which will be charged. (We will attempt to accommodate any increase in covers after this date)

One Day Prior: If applicable, ensure all décor materials, wedding favours, etc. are at Pointe West.

## Passed Appetizers — *Priced Per Dozen (min. 4 dozen)*

### Chilled

Caprese Salad Lollipop - \$ 28 (V) (GF)

*grape tomato, mini bocconcini cheese, fresh pesto, balsamic reduction*

Brie and Fig Crostini - \$ 30

*brie cheese topped with fig jam served over toasted crostini*

Grilled Chicken Flat Bread - \$ 30

*thinly sliced chicken breast served on flat bread topped with onion marmalade*

Shrimp Cocktail Shooter - \$ 38 (GF)

*poached chilled shrimp, fennel slaw, micro green, cocktail sauce*

Foraged Mushroom bruschetta - \$ 28 (V)

*mixed wild mushrooms, whipped mascarpone, crostini*

Bruschetta - \$ 28 (V)

*parmesan crisp, roma tomato, balsamic reduction, fresh basil, crostini*

Prosciutto wrapped grilled asparagus - \$24

*lemon parmesan*

### Hot

Crispy Fried Vegetarian Spring Rolls - \$ 28 (V)

*fresh vegetables wrapped in filo dough served with plum sauce*

Mini Crab Cake - \$48

*spicy garlic aioli*

Mini Assorted Quiche - \$24

*three cheeses, florentine, lorraine*

Truffle Mac and Cheese Bites - \$ 38 (V)

*beer cheese sauce*

Vegetarian Samosas - \$ 28 (V)

*potato and vegetable filled served with cucumber raita*

Chicken Satays - \$ 32

*bourbon bbq sauce*

Mini Arancini - \$ 28 (V)

*saffron, tomato, mozzarella cheese and basil aioli*

Mini Beef Slider - \$ 48

*brioche bun, cheddar, arugula, tomato, truffled aioli*

Coconut Crusted Shrimp - \$ 38

*sweet chili sauce*

Falafel Bites - \$24 (V)

*Cucumber dill tzatziki*

# Menu Packages - Priced Per Person

*Menus are subject to 15% gratuity and 13% HST.  
Prices are subject to change based on availability and market value.*

## Silver Package - \$60

*Family Style Service – Includes Coffee & Tea*

### For the Table

Mini Ciabatta Buns & Whipped Butter

### 1<sup>st</sup> Course – Soup/Salad

*Please Choose 1*

House Salad

*mixed greens, tomatoes, shaved heirloom carrots, cucumbers, red onion, balsamic vinaigrette*

~

Potato Leek Soup

*crispy leek, chive oil*

~

Butternut Squash & Pear Soup

*cinnamon creme fraiche*

### 2<sup>nd</sup> Course - Entrée

*Please Choose 1*

Wild Mushroom Chicken Supreme

*foraged wild mushrooms, fingerling potato, seasonal vegetable, natural jus*

~

Roast Pork Loin

*apple cider demi, seasonal vegetables, roasted herb potato*

~

Roast New York Striploin

*potato puree, seasonal vegetables, red wine jus*

~

Chicken Florentine

*spinach, mushrooms, light blush sauce, seasonal vegetable, roasted potato*

### 3<sup>rd</sup> Course - Dessert

*Please Choose 1*

Tiramisu Martini

*cacao and amaretto crumble*

~

Mini Assorted Italian Pastries

*mini cheesecakes, tarts, eclairs, cannoli's*

~

Chocolate Lava Cake

~

Seasonal Cheesecake

## Gold Package - \$70

*Family Style Service - Includes Coffee & Tea*

### **For the Table**

Mini Ciabatta Buns & Whipped Butter

### **1<sup>st</sup> Course – Soup/Salad**

*Please Choose 1*

House Salad

*mixed greens, tomatoes, shaved heirloom carrots, cucumbers,  
red onion, balsamic vinaigrette*

~

Potato Leek Soup

*crispy leek, chive oil*

~

Butternut Squash & Pear Soup

*cinnamon creme fraiche*

### **2<sup>nd</sup> Course – Antipasto/Pasta**

*Please Choose 1*

Grilled Vegetable Antipasto

*marinated eggplant, grilled zucchini, mushrooms,  
roasted red peppers, carrots, asparagus*

~

Italian Antipasto

*prosciutto, salami, bocconcini cheese, marinated olives*

~

Pasta

**Noodle:** *penne, rigatoni, gnocchi, arborio rice*

**Sauce:** *tomato basil, ragu, alfredo, florentine, amatriciana*



### 3<sup>rd</sup> Course – Entrée

*Please Choose 1*

Wild Mushroom Chicken Supreme

*foraged wild mushrooms, fingerling potato, seasonal vegetable, natural jus*

~

Roast Pork Loin

*apple cider demi, seasonal vegetables, roasted herb potato*

~

Roast New York Striploin

*potato puree, seasonal vegetables, red wine jus*

~

Chicken Florentine

*spinach, mushrooms, light blush sauce,  
seasonal vegetables, roasted potatoes*

### 4<sup>th</sup> Course – Desserts

*Please Choose 1*

Tiramisu Martini

*cacao & amaretto crumble*

~

Mini Assorted Italian Pastries

*mini cheesecake, tarts, eclairs, cannoli's*

~

Chocolate Lava Cake

*warm chocolate lava cake, french vanilla ice cream*

~

Seasonal Cheesecake

## Menu Package Enhancements

### Salad

Caesar Salad \$3.00

~

Spinach Strawberry Salad \$2.95  
*candied walnut, red onions, balsamic vinaigrette*

~

Caprese Salad \$4.00  
*fresh mozzarella, blistered tomato, micro greens, fresh E.V.O. pesto, grilled focaccia*

### Starch

Herb Roasted Fingerling Potato \$3.00

~

Potato Dauphinoise \$3.50

~

Charred Lemon Parmesan Asparagus \$3.00

### Entrée

Pan Seared Chicken \$4.00  
*truffled porcini mushroom*

~

Roasted Beef Tenderloin \$9.00  
*green peppercorn sauce*

~

Pan Seared Salmon \$7.00  
*romesco sauce*

~

Stuffed Chicken \$5.00  
*asparagus, prosciutto, mozzarella cheese*

~

Grilled Striploin \$6.00  
*caramelized shallot, red wine demi*

### Vegetarian Options - \$4.00

Pappardelle & Avocado  
*creamy avocado, E.V.O. parmesan slivers, truffle essence*

~

Wild Mushroom and Goat Cheese Strudel  
*puff pastry dough filled with mozzarella, goat cheese, mixed wild mushrooms*

~

Grilled Vegetable Tower  
*grilled eggplant, grilled zucchini, grilled portobello, roasted red peppers, kale pesto*



## **\*\*Cake Cutting and Dessert Policy\*\***

Pointe West will cut, plate and serve your cake to guests for a fee of \$2.50 per person.

(Includes cutlery, plates and napkins)

Cake or Desserts provided by the Host must be prepared by a professional bakery

## **Late Night Offerings – Priced Per Person**

Pizza Bar - \$6.95

*Optional Outdoor Artisan Pizza Ovens - \$50/hour*

*Please Choose 3*

*margherita, pepperoni, vegetarian, super, chicken bruschetta, cheeseburger*

~

Slider Bar - \$7.95

*Assorted Toppings*

*Please Choose 3*

*prime beef burger, fried chicken, pulled pork*

~

Mac and Cheese Bar - \$9.95

*cavatappi pasta baked in our house made cheese*

*Please Choose 3*

*bacon, pulled pork, braised beef, mushrooms, crispy onions*

~

Poutine Bar - \$8.95

*lightly fried, cheese curds, house made gravy*

~

Nacho Bar - \$6.95

*Assorted Toppings*

*Please Choose 1*

*spiced ground beef or chicken*

## **\*\*Outside Late-Night Food Option Policy\*\***

Pointe West does allow other late-night food to be catered in for a cost of \$2.75 per guest.

Cutlery, Plates and Napkins will be included.

# Bar Listing

Pointe West offers a wide variety of House Domestic and International Wines available to be served at your event. Please speak with the Clubhouse Manager for our current selection.

**\*\*All Bar Prices Include Bartenders, Ice, Mix, Glassware, Corkage, labour and Set Up Fees\*\***

Liquor closing inventories are taken and volumes used are determined by measurement to the nearest 1/10<sup>th</sup> of a liquor bottle based on consumption. (i.e., 1.5 Bottles of Crown Royal Rye = 1.5 x \$)

## Liquor

House Brands	40oz.	Whiskey – Crown Royal	\$240.00
		Rum – Captain Morgan White	
		Vodka – Smirnoff	
		Gin – Tanqueray	
		Tequila – Sauza Silver	

Premium Liquor	26oz.	Prices available upon request.	
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## Beer

Bottle (341 mL)	Canadian, Coors Light, Heineken, OV	\$6.00
Draught (20 oz)	TBD	\$8.50

## Minerals

Unlimited Pop/Juice (priced per guest)		\$3.00
Pop / glass		\$3.50
Juice / glass		\$3.00
Coffee Urn (priced per guest)		\$2.75

All prices quoted are subject to 15% service charge and H.S.T.

## Socan Fee and Re-Sound Fee

A Socan levy tax of \$132.39 and a Re-Sound Fee of \$55.52 will be applied to all invoiced where music is being played in our facilities. (Subject to change as per Socan and Re-Sound guidelines).

## Deposit and Rental Fee

Private Event	# Of Guests	Rental Fee (\$)	Deposit (\$)
-	180 & over	500	2500
-	150-179	750	2500
-	125-149	1000	2500
-	100-124	1500	2500
-	Less than 100	1500 + 20/Guest	2500

Semi Private Event	Less than 80 Guests	Rental Fee (\$)	Deposit (\$)
-	Dining Room	500	500
-	Patio	500	500

***\*\*Are you an unrestricted full golfing member? Please ask about Rental Fee Advantages!!\*\****

On Site Ceremony	\$500
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*Please Note; an Admin Fee of 3% will be applied if paying for the event by Visa or Mastercard*

## Terms and Conditions

1. The reserved date will not be held unless the required deposit is received. Cancellation of a reserved date will result in the loss of the deposit in accordance with the requirements set out in the "Event Planning Guide".
2. All quoted prices are current, and subject to change on reservations beyond 2 months.
3. A guaranteed number of participants and /or guests is required 7 days in advance. This is the minimum number for which you will be charged.
4. Décor: it is recommended all vendors contact us regarding acceptable decorating. It is not acceptable to affix anything to the walls or wood trim. No confetti or any type of rice is allowed. Candles must be of the no-drip variety and enclosed to prevent fire. Indoor fireworks are not permitted. Access to the facility for vendors or set up is restricted to the day of the event after 9 AM.
5. The Host/Convener, guests and invitees of the Host/Convener will abide by the rules and regulations of Pointe West Golf Club, including all requirements of the Liquor Control Act. The Host/Convener will assist and co-operate with employees of the Club to ensure all guests and invitees conduct themselves in accordance with such rules and regulations.
6. The Host/Convener will be responsible for and indemnify the Club from all damage suffered by the Club, or any of the Members as a result of any misuse of its facilities or other improper conduct by the Host/Convener or by any of the guests and/or invitees of the Host/Convener.
7. A room charge may be applicable dependant on the event size and requirements.
8. The Club is not responsible for lost or stolen articles.
9. Payment Terms: Catered Events - Payment of 100% of the estimated invoice is due and payable 1 week prior to the scheduled date of event. If the estimated amount is lower than actual event cost, an invoice will be forwarded to the Host/Convener. Balances are due upon receipt. A service charge of 2.5% will apply to any overdue amounts.
10. Pointe West Golf Club accepts Cheques, Money Orders, Visa and MasterCard. Please note a 3% admin fee will be applied to all credit card payments.
11. Other requirements - Terms and Conditions, as set out in the Club's "Tournament Planning and Pricing Guide" and/or "Catering Menu" receipt of which is hereby acknowledged, apply to this contract.
12. The undersigned Host/Convener hereby agrees to be responsible for full payment of all items included herewith in accordance with the terms and conditions set out in this agreement.
13. All menu items and packages are subject to a 15% gratuity and 13% H.S.T.

Accepted by Host/Convener: \_\_\_\_\_

On behalf of Pointe West: \_\_\_\_\_