

Conference Booking Application Form

Company/Organization Name _____

Dates of Conference: From _____ To _____

Number attending: _____ No Requiring Rooms: _____

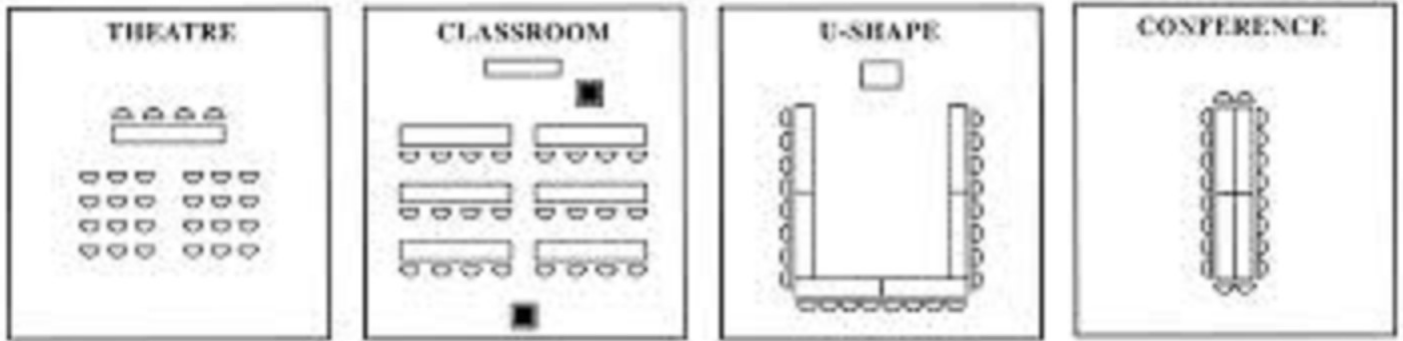
Name of contact: _____ Contact # _____

Email: _____ Fax# _____

Mailing Address: _____

Meeting Space

Available room layouts and delegate capacity



	Conference room 1 - Musgrave	Conference room 1 - Humber
Theatre	40	80
Classroom	12	24
U-Shape	12	24
Conference	14	44

Date:	Times (From/To)	No. Delegates:	Conference Room: Humber, Musgrave	Layout:	Comments:

Meeting Aids (Place a tick in the box beside each required item (or enter a number if require more than one of the item))

Projection Screen		DVD player		Speaker phone	
LCD		VCR		Head table	
Overhead		Flip chart		Registration table	
Podium		White board		Break out areas	

Comments / Special Requests

Catering Services Required Y / N

Please print out and complete a separate copy of the following forms for each day

Catering

The Marble Inn Resort offers full service dining facilities and an in-house catering service. Our Resort Chef will be contacting you approximately 10 days prior to your event to discuss specific menu details and address any special dietary requests.

Conference day – Date: _____

Breakfast (Need to make choice for each day of conference)

Start time	<input type="checkbox"/>	Deluxe Continental Breakfast (\$12 per person)	<input type="checkbox"/>	Deluxe continental with hot option included (\$19 per person)
		Tea, coffee, selection of juices, yogurt, fresh fruit, bagels, toast and muffins/pastries		Continental breakfast plus: bacon, scrambles eggs, hash browns

Nutrition Break (Need to make choice for each day of conference and for morning/afternoon)

Start time	<input type="checkbox"/>	Coffee break (\$8 per person)	<input type="checkbox"/>	Healthy Break (\$12 per person)
		Tea, coffee, cookies and muffins.		Tea, coffee, selection of juices, fresh fruit, yogurt, cookies and muffins.

Self-serve tea/coffee service

Single serve -	\$3 per person
All-day service -	\$8 per person
By the pot (8 cups approx..)	\$15 per pot

Lunch

Start time	<input type="checkbox"/>	Soup/Salad buffet (\$15 per person)	<input type="checkbox"/>	Soup/Sandwich buffet (\$18 per person)	<input type="checkbox"/>	Soup/Sandwich/Salad buffet (\$21 per person)
		Choice of TWO salads and Two soups. Selection of baked items tea, coffee and iced water		Choice of TWO soups and THREE sandwiches choices. Selection of baked items with tea, coffee, and iced water		Choice of TWO soups, TWO salads and THREE sandwich choices. Selection of baked items with tea, coffee and iced water

Add a selection of juices and soft drinks - \$4.50 per person

Platters – Each serves ten guests

Start time	<input type="checkbox"/>	Artisan Cheese board (\$45 per platter)	<input type="checkbox"/>	Charcuterie Board (\$65 per platter)	<input type="checkbox"/>	Fruit platter (\$35 per platter)	<input type="checkbox"/>	Crudite plate (\$35 per platter)
		Selection of fresh cheeses, fruit preserves and crackers		House-made cured meats and pickled vegetables		Selection of fresh seasonal fruits		Selection of raw seasonal vegetables with curry yogurt and house ranch

Dinner – Fine dining

A plated three or five course dinner will be served in Madison’s Fine Dining Restaurant prepared by Madison’s Chefs.

Start time	<input type="checkbox"/>	3 Course plated meal (\$45 per person)	<input type="checkbox"/>	5 Course Premium Plated Meal (\$80 per person)
		Choice of 3 Appetizers Choice of 3 Mains Choice of 2 Desserts Includes tea/coffee, soft drinks and bottled water		Choice of 3 Appetizers Choice of 3 Salads/Soups Choice of 3 Mains Choice of 2 Desserts Cheese and crackers board Includes tea/coffee, soft drinks and bottled water

Forno Fired Pizza and Salad Buffet \$25.00 pp

Alternatively, for a less formal dinner option you can choose our Forno Fired Pizza and Salad Buffet served in the Resort’s Cove café:

A selection of our pizzas accompanied by a choice of salads, selection of baked desserts served with coffee, tea, iced water and chilled soft drinks.