Fort Catering at SNAC Wedding Package 2026

Fort Catering at St. Norbert Arts Centre is one of **Winnipeg's top historic event and wedding venues**, offering the perfect mix of **indoor and outdoor spaces**. With unique wedding spaces—the Gallery, Amphitheatre, Garden as well as the Trappist Monastery Provincial Heritage Park— St. Norbert Arts Centre has the flexibility to accommodate indoor **wedding celebrations** up to 100 people, intimate **wedding showers** or **High Tea events**. Combined with local cuisine by Fort Catering and exceptional service, St. Norbert Arts Centre is like no other wedding space in Winnipeg.

We're excited to host your Wedding at our unique event venue!
Book a tour and consultation with one of our Event Specialists

Fort Catering
HISTORIC EVENTS

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

OUR VENUE

St. Norbert Arts Centre

Located just **two minutes beyond the Perimeter**—**within Winnipeg's city limits**—the St. Norbert Arts Centre offers a wedding setting unlike any other.

This three-storey, French Provincial-style former monastery is **a designated Manitoba heritage building** with more than **110 years** of history. Nestled along the **banks of the La Salle River** and surrounded by acres of **mature forest** and **park-like grounds**, it brings together history, nature and timeless beauty.

Host your reception inside the historic **Gallery** and choose from several memorable **outdoor ceremony** locations. From the **Amphitheatre** and peaceful **gardens** to the nearby Tyndall stone **Monastery Ruins**, every part of the property offers a beautiful backdrop for your celebration and **wedding photos**—especially at sunset.

Whether you are planning an **indoor reception**, an **outdoor ceremony** or a **celebration** that flows between both, the **St. Norbert Arts Centre** provides a relaxed and picturesque setting just minutes from Winnipeg.

Come experience the property in person and imagine your wedding day at SNAC.

Book a private tour: calendly.com/fortcateringsnac

FOR SOCIAL MEDIA PLEASE VISIT

www.FortCatering.com

www.bit.ly/FortCateringSNAC

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RECEPTION RENTAL FEES

ST NORBERT ARTS CENTRE

VENUE RENTAL RATES

Daytime Rental | 9:00 a.m.–4:00 p.m.
Mon-Thurs $500 | Fri & Sun $2000 | Sat $2500

Evening Rental | 4:00 p.m.–12:00 a.m. **Extend until 1 a.m. $200**
June–October
Mon-Thurs $1500 | Fri & Sun $2800 | Sat $3300
November–May
Mon-Thurs $1500 | Fri & Sun $2000 | Sat $2500

Maximum capacities for Gallery
Seated events 100 people (Stand-up 140 people)

Food Minimum (Daytime): Mon-Thurs $1000 Fri - Sun $1500
Food Minimum (Evening): Mon-Thurs $2000 Fri & Sun $3000 Sat $3500

Your **venue rental** includes exclusive use of the St. Norbert Arts Centre's main event spaces, including **The Gallery**, **the main floor**, **two outdoor gazebos,** the **Grooms Room** and the **Bridal Suite**. With hardwood floors, vaulted ceilings, historic dormer windows and beautiful outdoor spaces, the venue offers plenty of room for your celebration to flow comfortably between indoor and outdoor settings.

Venue rental includes use of the **Bridal Suite (a $500 value)** during your scheduled rental period. Early access or additional time outside your rental period may be booked for **$100 per hour**, subject to availability and advance approval.

Additional time outside your scheduled booking period may be added for **$150 per hour**, subject to availability and advance approval. Our seasonal restaurant, **SNACyard,** normally operates on the outdoor patio. The **patio may be reserved** as part of your entire booking slot for **$300**. When the patio is booked for your event, the **SNACyard food truck** may be relocated to another area of the property.

© Prairie Glow

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OFFSITE CATERING

Delivery Charge: based on travel distance
Staff price: $30 per hour dependent on event

Fort Catering specializes in offsite catering for over 30 years, bringing gourmet flavors to your venue.

Using fresh, locally-sourced ingredients, we craft customized menus for weddings, corporate events, and private gatherings. From elegant appetizers to full-course meals, our professional team delivers impeccable service, ensuring a seamless and memorable dining experience for you and your guests. Contact us to create your custom event with us.

SNAC RENTAL FEES AND FOOD MINIMUMS

Each reception booking includes a **Venue Rental Fee** and a required **Food Minimum**, calculated before gratuities and taxes. If the required Food Minimum is not met, the remaining balance will be added to the Venue Rental Fee.
An additional **$500 Venue Rental Fee** applies to all statutory holidays. **New Year's Eve** is priced at the applicable Saturday evening Venue Rental rate and Food Minimum.
As the St. Norbert Arts Centre has multiple rooms and event spaces, other events and ceremonies may take place on the property at the same time.

A **non-refundable and non-transferable retainer** is required to reserve your date and confirm your booking.

PHOTO SESSIONS

SNAC Rental Use of the facility for photo sessions or for extra time in addition to your booking slot can be booked in 1-hour time-slots at a rate of $150 per hour.
Couples having their ceremony or reception at St. Norbert Arts Centre do not have to pay for photo sessions during their booking slot the day of their wedding. ***Photographer not included.***

© Xandra Photography

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

CEREMONY INFORMATION

MAXIMUM CEREMONY CAPACITIES (THEATRE-STYLE)
The Gallery 100 people **The Amphitheatre** 80 people
Monastery Ruins 300 people
A two-hour ceremony booking is **$600**. When both your ceremony and reception are booked at SNAC and the ceremony begins after **4:30 p.m.**, the ceremony fee is reduced to **$500**.

INDOOR CEREMONIES

Indoor ceremonies may be held year-round in **The Gallery**.
For theatre-style ceremonies, a minimum of **two hours** is required following the ceremony to allow our team to reset The Gallery for the reception. A room reset is not required when the ceremony is arranged using the reception's dinner-table layout.
The ceremony rental includes a **two-hour ceremony booking, a one-hour rehearsal, and a signing table with chair**.

OUTDOOR CEREMONIES

Seasonal outdoor ceremonies may be held in **The Amphitheatre** or **The Garden** and can be reserved directly through Fort Catering.
Ceremonies at **The Trappist Monastery Ruins** require a separate reservation through Manitoba Parks. Fort Catering will provide the required paperwork; however, the client is responsible for submitting the application and securing the date. If the Ruins are unavailable, **The Amphitheatre** may be reserved as an alternative ceremony location.
Outdoor ceremony chairs are available for **$3.50 per chair**.
Rental fees include two hour slot for the ceremony, one hour rehearsal, signing table and chair.

The Amphitheatre

The Garden

Trappist Monastery Ruins

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

INCLUDED WITH ROOM CHARGE

Staff:
- A professional event coordinator to help plan your special day
- Serving staff in banquet attire
- In-house decorator consultation to help you make your dreams a reality
- Setup and tear down of event including cleaning

Décor:
- Table numbers and stands
- Floor easel for seating chart
- Ivory or white tablecloths
- One of 14 linen napkin colours
- All flatware, glassware and dishes
- Round or long tables
- Hardwood floors make a great dancefloor

Audio Visual:
- Podium & Microphone (Gallery only)
- Free Wi-Fi (password ***Internet***)
- SOCAN and ReSound fees

Other benefits:
- Central location only 2 minutes from Perimeter
- Free parking
- Central air conditioning in the Gallery
- Use of Bridal room for your booking time slot
- Use of the facility for photo sessions during your time slot
- Updated washrooms in our main building
- Wheelchair accessible in all main areas
- Wedding cake cutting fee

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

HORS D'OEUVRES

HOT

Regular Hors d'oeuvres $34 Per Dozen
Deluxe Hors d'oeuvres $38 Per Dozen
(Minimum order: one piece of each selected hors d'oeuvre per guest)

Regular Hors d'oeuvres

- Vegetarian spring rolls with sweet chili sauce (Veg) (DF)
- Parmesan risotto balls with marinara sauce (Veg)
- Puff pastry quiche with tomato and feta cheese (Veg)
- Roasted vegetable skewers (Veg) (GF)
- Loveday mushroom skewers with Herbes de Provence (V) (Veg) (GF)

Deluxe Hors d'oeuvres

- Beef skewers with herb Dijon sauce (GF) (DF)
- Mediterranean chicken & vegetable skewers (GF)
- Beef & Pork tourtière puff pastry pinwheels with saskatoon gastrique (DF)

COLD

Regular Hors d'oeuvres

- Watermelon, feta and mint skewers with balsamic glaze (Veg) (GF)
- Tomato bruschetta (Veg)
- Crostini with peach, whipped maple cream cheese (Veg)
- Nature's Farm deviled eggs with bacon (GF)
- Stuffed dates with maple crème cheese, toasted almonds (Veg) (Nut)
- Croque Monsieur bannock with ham and cheese

Deluxe Hors d'oeuvres

- Mini tart with herb goat cheese and caramelized onions (Veg)
- Caprese skewers with tomato, basil and mozzarella (Veg) (GF)
- Local Mushrooms, herb goat cheese on crostini (Veg)

Key: Gluten Free (GF) | Dairy Free (DF) | Vegan (V) | Vegetarian (Veg) | May contain nuts (Nut)

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

PLATED DINNERS

Fort Catering is pleased to offer our clients the opportunity to create their own unique served 4 course dinners.
All selections include bannock, herb butter, dessert, coffee & tea service.
To serve both soup & salad add $6 per person.
Additional entrée choices are available with a preorder and a surcharge of $5 for each additional entrée option per person.

First course

(Select one Amuse Bouche) - served family style.

AMUSE BOUCHE

- Hummus with pita chips (V) (Veg) (DF)
- Caprese skewers with tomato, basil and mozzarella (Veg) (GF)
- Beef & Pork tourtière pinwheels with saskatoon gastrique (DF)
- Loveday mushroom skewers with Herbes de Provence (V) (Veg) (GF) (DF)
- Crostini with peach, whipped maple cream cheese (Veg)

Second course

(Select one Soup or Salad)

SOUPS

- Potato, bacon and corn chowder (GF)
- Tomato bisque with garlic cream fraiche (GF)
- Lemon chicken with orzo pasta (DF)
- Roasted root vegetable with cinnamon crème fraiche (GF) (Veg)
- Beef and Manitoba barley (DF)
- Chicken vegetable with white and wild rice (GF) (DF)

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

SALADS

Bourgeois (Veg)
Baby field greens with cucumber ribbons, carrot curls, pickled red onions, maple Balsamic vinaigrette, and herbed goat cheese crostini

Manitoba Harvest Salad (GF) (Veg) (V) (DF)
Mixed greens with roasted beets, squash and sweet potato purée, toasted seeds, and white wine vinaigrette

Three Sisters Salad (GF) (Veg) (V) (DF)
Baby field greens, corn, squash and beans with herb vinaigrette

Dessert

(Select one)

- Mixed berry trifle with crème Anglaise in a mason jar (Veg)
- Bread pudding with whiskey caramel sauce (Veg) (Nut)
- Strawberry shortcake (Veg)
- Maple sugar pie with whipped cream (Veg)
- Cheesecake with mixed berry compote in a mason jar (Veg)
- Callebaut Belgium chocolate mousse (GF) (Veg)
- Peach Cobbler in a mason jar (Veg)

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

Main course

(Select one Main Course)
Additional entrée choices are available with a preorder
and a surcharge of $5 for each additional entrée option per person

MAPLE VEGETABLE STUFFED CHICKEN - $50 (GF)
Breast of chicken stuffed with maple roasted root vegetables, with brown butter sauce

CHASSEUR CHICKEN - $50 (GF) (DF)
Pan-seared chicken topped with a Hunter's sauce of mushrooms, shallots, red wine and tomato

CRANBERRY CHICKEN - $52 (GF)
Breast of chicken stuffed with bacon, shallots and Swiss cheese, served with cranberry white wine sauce

ROASTED PORK CHOP - $47 (GF) (DF)
Manitoba pork topped with bacon apple sauce

BAKED PICKEREL - $56
Manitoba pickerel pinwheel with lemon garlic butter

GRILLED NEW YORK STEAK - $66
Grilled beef striploin with shallot, whiskey peppercorn sauce

VEGETABLE STRUDEL - $46 (Veg) (DF) (V)
Roasted vegetables wrapped in Filo pastry served with a garden tomato sauce

KIDS MEALS - $30
Chicken fingers and fries **or** Penne pasta with Bothwell cheese sauce
(Choose one – includes all courses)

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

Starch

(Select one)

- Roasted garlic mashed potatoes (GF) (Veg)
- Truffle mashed potatoes (GF) (Veg)
- White and wild rice with mushroom & onions (GF) (DF)
- French onion roasted herb potatoes with Swiss cheese (GF) (Veg)

Vegetables

(Select two)

- Green beans with toasted seeds and butter (GF) (Veg)
- Honey dill carrots (GF) (Veg)
- Brussel sprouts (GF) (Veg)
- Three Sisters succotash (corn, beans and squash) (GF) (V) (Veg)
- Roasted root vegetables (GF) (Veg)

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

BUFFET DINNERS

Fort Catering is pleased to offer our clients a selection of buffets
All selections include dinner coffee & tea service

Classic Buffet

(Minimum 50 people)

- Freshly baked bannock and herb butter
- Soupe du Jour
- Tossed mixed greens with maple balsamic vinaigrette (GF) (Veg)
- Nature's Farm penne pasta salad (V) (Veg)
- Dijon-crusted pork loin with apple bacon sauce (GF) (DF)
- Roasted garlic mashed potatoes (GF) (Veg)
- Honey dill carrots (GF) (Veg)
- Roasted root vegetables (GF) (Veg)
- Bread pudding with whiskey caramel sauce (Veg) (Nuts)
- Assorted pies (Veg)
- ***Add chicken or turkey for an additional $6 per person***

$42

SNAC Buffet

(Minimum 50 people)

- Freshly baked bannock and herb butter
- Caesar salad with creamy garlic dressing, croutons and parmesan
- Tossed mixed greens with maple balsamic vinaigrette (GF) (Veg)
- Herb-roasted chicken with lemon sauce (GF) (DF)
- Glazed ham with assorted mustards (GF) (DF)
- Roasted garlic mashed potatoes (GF) (Veg)
- Baked Mediterranean penne pasta (Veg)
- Honey dill carrots (GF) (Veg)
- Corn succotash (GF) (V) (Veg)
- Pudding Chômeur with maple sauce (Veg)
- Mixed berry trifle with crème Anglaise in a mason jar (Veg)

$49

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

Local Buffet

(Minimum 50 people)

- Freshly baked bannock and herb butter
- Nature's Farm penne pasta salad (Veg)
- Interlake Quinoa Mediterranean salad (GF) (Veg)
- Bothwell cheddar and broccoli salad (Veg) (GF)
- Manitoba turkey with gravy and cranberry sauce
- Cabbage Rolls with tomato sauce (Veg) (GF) (DF)
- Bison meatballs with red wine, dill and mushroom sauce
- Grilled kielbasa with sauerkraut (GF) (DF)
- Roasted root vegetables (GF) (Veg)
- Roasted garlic mashed potatoes (GF) (Veg)
- Strawberry Rhubarb crumble (Veg)
- Bread pudding with whiskey caramel sauce (Veg) (Nuts)

$60

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

FAMILY STYLE DINNERS

Family Style dinners consist of four courses. First three courses are served in bowls and platters to each table for your guests to help themselves. Desserts will be served buffet style.

Minimum of 25 people

All selections include dinner coffee & tea service. Please choose your selections, as noted, for each of the courses below.

$60 per person

SOUP COURSE

Includes bannock and herb butter

(Select one)

- Beef and Manitoba barley
- Tomato bisque & garlic cream (Veg)
- Corn chowder, potato & bacon (GF)
- Root vegetable with cinnamon crème fraiche (GF) (Veg)

SALAD COURSE

Includes House salad with maple vinaigrette (GF) (Veg)

(Select one)

- Nature's Farm penne pasta salad (Veg)
- Quinoa Mediterranean salad (GF) (Veg)
- Traditional Caesar salad (Veg)
- Three sisters salad greens with corn, squash and beans (V) (Veg) (GF) (DF)

MAIN COURSE

(Select two)

- Roast beef au jus (GF) (DF) ($8 extra)
- Pork loin with bacon apple sauce (GF) (DF)
- Lemon herb chicken (GF) (DF)
- Beef meatballs, mushroom, dill and wine
- Grilled kielbasa (GF) (DF)
- Cabbage rolls in tomato sauce (Veg) (GF) (DF)

DESSERT COURSE

(Select one)

- Callebaut chocolate mousse (GF) (Veg)
- Maple sugar pie (Veg)
- Cheesecake with mixed berries in a mason jar (Veg)

(Select two)

- Truffle mashed potatoes (GF) (Veg)
- Roasted garlic mashed potatoes (GF) (Veg)
- White and wild rice and mushrooms (GF) (DF)
- Roasted root vegetables (GF) (Veg)
- Honey dill carrots (GF) (Veg)
- Green beans with seeds and butter (GF) (Veg)

(Select two)

- Seasonal pies (Nut)
- Bread pudding with whiskey caramel (Veg) (Nut)
- Strawberry shortcake in mason jars (Veg)
- Mixed berry trifle with crème Anglaise (Veg)
- Pudding Chômeur with maple sauce (Veg)

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BEVERAGE SERVICE

Please note that in compliance with Liquor and Gaming Authorities (LGA) regulations, St Norbert Arts Centre does not permit clients to serve their own beverages at their functions. Bartenders are charged at a rate of $250 per bartender (1 bartender required for every 50 people). Additional bartenders may be required depending on event requirements such as outdoor bars.

St. Norbert Arts Centre License

Alcohol supplied by Fort Catering at SNAC

HOST BAR

Host of the reception is responsible for paying for all beverages

Drink Costs (before gratuities & taxes)
House wine 5 oz- $10
Regular beer and 1oz spirits (house selection) - $7
Local Beer (355ml) - $8 Local Beer (500ml) - $12
Caesars - $11
Pop and juice - $3

CASH BAR

Guests are responsible for purchasing their own beverages at the prices above plus taxes. We accept Visa, Mastercard, Debit and Cash.

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Client Permit

Alcohol is supplied by the client with an LGCA permit
No alcohol may be added to permit after 9pm
All alcohol must be delivered after 11:00 am the day of the wedding along with Permit and receipts. Cooler space is limited

CORKAGE FEE

The corkage fee includes wine service, soft drinks (Pepsi, Diet Pepsi, 7-Up, Ginger Ale, Tonic Water and Club Soda), Clamato juice, orange juice, cranberry juice, ice, compostable glasses, garnishes, cucumber water and other specialty mixes - *$17 per person*

BEER & WINE ONLY CORKAGE

$9 per person

WINE ONLY CORKAGE

(No bar set up - wine service only) $7 per person

Other Beverage Ideas

HOUSE WINE

French red and white wines
$38 per bottle

SPARKLING WINE

Welcome your guests or toast to the new couple with a glass of bubbly
$45 per bottle

NON-ALCOHOLIC BEVERAGES

Non-alcoholic beverages are available in oversized Mason jar dispensers, set up inside or outdoors for your guests to help themselves.
Sparkling Fruit Punch - $14/litre
Strawberry Basil Lemonade or Mango Sweet Tea - $14/litre
Mulled Hot Apple Cider or Hot Chocolate - $16/litre
Tea or Coffee or Decaf - $18/carafe

Unlimited Lemonade, Sweet Tea & Cucumber Water - $7 per person

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LATE NIGHT IDEAS

Available after 10pm
Minimum of 25 people

REGULAR STATION -$16 PER PERSON

CLASSIC POUTINE
Served as a late night buffet, your guests receive homemade French fries with Bothwell cheese curds and homemade gravy. Ketchup served on the side.

NACHOS (GF) (VEG)
La Cocina chips baked with cheese, tomato, green onions, olives and red onions. Served with hot banana peppers, salsa, and sour cream on the side. *Add Pulled Pork or Tourtière meat for $4 per person*

LATE LUNCH
Includes pickled vegetables, mustard, Winnipeg rye bread, specialty meats, assorted cheeses and chips.

MASH POT BAR
Creamy mashed potatoes served with bacon, cheddar cheese, sour cream, green onions, herb butter and house-made gravy.

DELUXE STATION -$20 PER PERSON

DELUXE POUTINE
Served similarly to our Poutine Station, this deluxe option includes bacon bits, banana peppers, shredded cheese, horseradish mayo, sour cream and green onions. Served with *Tourtière meat*

CHARCUTERIE
Selection of cured meats, olives, assorted mustards, pickled vegetables and braided Bannock.

PLATTERS SERVES 25 PEOPLE

CHEESE PLATTER - $300 ($12 PER PERSON)
Assorted cheeses served with crostini, baguette, preserves and honey.

FRUIT - (GF) (V) (VEG) $200 ($8 PER PERSON)
Fresh fruit display.

VEGETABLE PLATTER - (GF) (V) (VEG) $200 ($8 PER PERSON)
Fresh vegetable display served with Ranch dip.

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MUSIC & AUDIO VISUAL

Please note that all of the following options are based on availability. Clients are also welcome to bring in their own music and/or entertainment options with the pre-approval of Fort Catering.

Music options

DISC JOCKEY (DJ)
$750 (6 pm – midnight) $800
$950 (4 pm – midnight) $1000
Lighting options are also available

Audio-visual equipment

PODIUM, AMP & MICROPHONE - INCLUDED IN GALLERY RENTAL
PROJECTOR, SCREEN, AMP, SPEAKERS- $100
BOSE CORDLESS 2 CHANNEL MINI AMP (WIFI & BLUETOOTH)- $50
WIRELESS MICROPHONES (LAPEL OR HANDHELD) - $50

Other Additions

PRICES ARE PER EVENT UNLESS NOTED
OUTDOOR BIG GAMES (CONNECT 4, JENGA, LADDERBALL & CORNHOLE) - $150 (ALL FOUR)
BONFIRE PIT WITH FIREWOOD- $60 PER HOUR
MOSQUITO MAGNETS - $150 FOR 2
CARPETS FOR CEREMONY - $50 EACH
CEREMONY UMBRELLAS - $45 EACH
CEREMONY ARCHWAYS - Pricing available upon request
GALLERY CEILING DRAPERY - $325

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

HISTORICAL GROUNDS

A Celebration with History, Character and Exceptional Food

The **St. Norbert Arts Centre** is a welcoming and inclusive gathering place rooted in creativity, community and more than a century of history. Surrounded by mature forest along the La Salle River, SNAC offers a naturally beautiful setting for **weddings and special events**.

The **St. Norbert Arts Centre** arose following a devastating fire at the **Trappist Monastery** in 1983. The former **monastery guesthouse** remained intact and later became a thriving centre for artists, cultural programming and community celebrations. Today, its historic **Gallery**, park-like grounds and unique outdoor spaces provide a relaxed and memorable setting for you and your guests.

Fort Catering brings the experience together with thoughtfully prepared food, flexible menu options and professional beverage service. From cocktails and appetizers to dinner and late-night favourites, our team will help you create a menu that reflects your tastes, your guests and the style of your celebration.

During your visit, take time to explore the **artwork and unique installations** throughout the property, including the **Pagoda**, **Solar Greenhouse and outdoor sculptures**. **SNAC is more than a venue**—it is a place where history, nature, food and celebration come together.

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GENERAL INFORMATION

RESERVATION AND CANCELLATIONS

Retainers are non-refundable. Retainers are non-transferable except in the case of Government regulated reduced capacities. In the case of Government regulations reducing capacities for events, bookings can be transferred one time at no charge. If the event needs to be moved more than one time an additional retainer payment is required to book a new date. All retainers will be applied as a payment of the final bill. Cancelled events with less then 120 days' notice will be billed at 50% of estimated final bill of the planned function sheet.

GUARANTEED NUMBER AND MEAL CHOICES

For all events, the guaranteed number attending must be confirmed no later than 14 days prior to the function. The number of guests billed will be the guaranteed number or the number of guests in attendance, whichever is higher. Final menu selections are required a minimum of 6 weeks prior to the function to ensure availability, proper staffing and coordination of the event. Only food supplied by Fort Catering at SNAC will be allowed on the premises. For city health department and insurance reasons, we do not allow the removal of unconsumed food from the premises following a function.

TERMS OF PAYMENT

Full payment of the final estimate is due 7 days before the event based on confirmed function information. Final payment of any outstanding balances including damages, will be due at the end of the event. Payment can be paid by certified cheque, bank draft, Visa, MasterCard or debit. All events are required to have a credit card on file for final payment. Unpaid bills, insufficient funds, returned cheques or past due payments will be subject to interest of 2.5% per month on any outstanding balance as well as bank or legal fees.

GRATUITY AND TAXES

All billable items are subject to applicable taxes and gratuity. An 18% gratuity will be applied to all billable items (entire bill). Gratuity is subject to the Goods and Services Tax (GST).

PRICES

All prices may increase when the new planner for the year is released in January. Prices are subject to change without notice. Prices remain fixed and guaranteed when a final quote is complete 120 days before the event. All quotes and estimates are only valid for 120 days.

ALCOHOL AND SMOKING

Alcohol will only be served in accordance with the regulations of the Liquor and Gaming Authority. Smoking is not permitted in any of the buildings and is permitted in the designated picnic table area by the outside patio.

ACCESSIBILITY

Most areas on the site are wheelchair accessible, including the washrooms. Guests can be dropped off by the main entrance to the St Norbert Arts Centre or the handicap parking spots. No parking in the Fire Lane area next to the main building.

PARKING

Please have your guests park at our main Monastery Ruins lot. The parking lot next to the center is for people with mobility issues and customers of the Arts Centre. Parking anywhere other than the designated parking area, including fire lanes, will result in your vehicle being towed.

DELIVERIES

All deliveries must be scheduled with us after 11am by appointment due to our fluctuating hours of operation. Absolutely no parking or unapproved deliveries are allowed on the service road.

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

FREQUENTLY ASKED QUESTIONS

Why are ceremonies and photography scheduled in time blocks?

Ceremony and photography times are scheduled in two-hour blocks to keep the day running smoothly and allow sufficient time between events. When The Gallery is used for a theatre-style indoor ceremony, our team requires two hours to transform the room into a fully set reception space with tables and place settings. Scheduled time blocks also allow SNAC to accommodate more than one ceremony or picture session on the same day.

We would like to come by to see the facility. What is Fort Catering at SNAC's business hours?

Fort Catering has fluctuating business hours based on our events. To view the facility, please book **online at fortcatering.com**, call 204-999-0844 or email **connie@fortcatering.com** to schedule an appointment.

Does Fort Catering offer menu tastings

Individual menu tastings are not available. However, couples with events booked for the **upcoming calendar year** will be invited to our **annual Open House** in late April, where they can sample a selection of menu items. Invitations are typically sent in late January.

All food, beverages and billable items are subject to applicable taxes and an 18% gratuity.

What time can we access the venue on our wedding day?

Access begins at 4:00 p.m. for a standard evening bookings. Earlier access may be added for $150 per hour, subject to availability and advance approval. Final access and setup times will be confirmed before your wedding based on the venue's event schedule.

What décor is included with the venue rental?

Basic table linens are included. Choose white or ivory tablecloths and one linen napkin colour from 14 available options. Additional napkin colours may be added for an extra fee. Gallery ceiling lights and column drapery are also included. Please see page 7 for a complete list of rental inclusions.

What if I need help with décor?

Our in-house decorator can help you plan and bring your vision to life. Setup is included for décor rented directly through Fort Catering. If you would like our team to set up décor that you provide, a fee of **$50 per hour** will apply.
For more information, contact Connie at **204-999-0844** or **connie@fortcatering.com**.

Will Fort Catering help me decorate with items I bring in?

All décor plans, including DIY decorations and items supplied by an outside decorator, must be reviewed and approved by Fort Catering at least **one month before your event**.
Our team will complete the standard room setup, including linens, place settings and bar setup. Décor rented through Fort Catering will also be set up by our team. If you would like assistance setting up décor that you provide, this service must be arranged in advance and is available for **$50 per hour**.
Unless setup assistance has been booked, clients are responsible for setting up, taking down and removing all outside décor. All décor and personal items must be removed at the end of the event. Fort Catering is not responsible for anything left behind.
Nails and screws are not permitted anywhere in the facility. Any damage caused by the client, guests or outside vendors will result in a minimum damage fee of $250.

When can we hold our ceremony rehearsal?

A **one-hour ceremony rehearsal** during the week of your wedding is included at no additional charge. Longer rehearsals may be booked for an additional fee, subject to availability.
Your rehearsal date and time will be confirmed approximately **two weeks before your wedding**, once the venue's event schedule has been finalized. If another event affects your preferred time, our team will work with you to arrange an alternative.
The rehearsal time is intended for **practicing the ceremony** and does not include food or beverage service. As a reminder, **outside food and beverages are not permitted at the facility**.

What happens if rain is forecast for our outdoor wedding?

The indoor backup location is **The Gallery**, subject to availability. Guests will be seated at their reception tables for the ceremony. The head table will be temporarily removed, and the ceremony will take place against the back wall beneath the swagged lights.
You must confirm whether you would like the indoor or outdoor setup by **12:00 p.m. on the day before your wedding**. If we do not receive your decision by the deadline, our team will proceed with the last confirmed setup.

I would like to bring in a wedding cake. What is a cake plating fee?

A wedding cake cutting fee is included in your room rental charge. This fee includes the cutting of one single tier Wedding cake by our staff, table, basic linen, plates, cutlery and napkins used to serve the cake, as well as the cost of the serving and dishwashing staff who prepare and clean-up dishes. Cakes brought in by the client must be from a certified bakery or facility.

If you are bringing more than one cake or elaborate dessert stations; there will be a $2 Plating Fee per person. Cupcake, candy and other food stations coming from certified facilities are subject to an additional $50 Table setup fee.

All food items must be purchased through or approved by Fort Catering at SNAC.

For any other questions please contact us at 204-999-0844 or food@fortcatering.com.