

  
**Rodd**  
HOTELS & RESORTS

# *Wedding Packages*

## Rodd Charlottetown



RODD CHARLOTTETOWN  
75 KENT ST, CHARLOTTETOWN, PE

[RODDVACATIONS.COM](http://RODDVACATIONS.COM)

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# Contact us

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PRICES IN EFFECT AS OF

*January 2024*

# Congrats

“

*Thank you very much for your interest in the historic Rodd Charlottetown, we look forward to hosting your special event. In this menu you will find our food and beverage offerings to you and your guests, keeping in mind we are always willing to accommodate any dietary restrictions or preferences!*

## Kevin Jay

General Manager

# Our Story

Step into historic elegance as you enter the grand lobby with its marble floors and barrel-vaulted ceilings. Built in 1931, the Rodd Charlottetown features the luxury characteristics and details synonymous with Canadian National Railway Hotels.

Our distinctive guestrooms and suites are tastefully decorated with impeccable replicas of period furnishings. Spacious Victorian style function rooms are perfect for hosting elegant weddings.

# Toast to the Wedding

On this special day we will create an atmosphere of magic and romance and we are pleased to offer the following amenities when your wedding celebration is catered at Rodd Charlottetown.

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Complimentary suite for the wedding couple<sup>1</sup>

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White table linen & white napkins

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Complimentary public address system with lectern & microphone<sup>2</sup>

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Guest book table with white tablecloth

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Complimentary use of platform risers for head table

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Wedding cake table with white tablecloth

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Gift table with white tablecloth & skirting

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Table number stands

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Floor seating plan stand (easel)

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ASK ABOUT OUR IN-HOUSE  
DECORATING SERVICES

<sup>1</sup>Based on availability. We will supply one complimentary suite with a minimum of 100 guests for meal

<sup>2</sup>For wireless or lapel microphones there is an additional fee

# Dinner

## *Bountiful Buffet* | \$40 MINIMUM 50 PEOPLE

Assorted Fresh Rolls &  
Breads Assorted Desserts  
Coffee, Tea & Decaf Coffee

### Salads & Sides

#### SELECT THREE SALADS

Pasta Salad  
Tossed Green Salad  
Curried Rice Salad  
Coleslaw  
Marinated Vegetable Salad

### Vegetables

#### SELECT ONE

Carrots  
Diced Turnip au Beurre  
Green Beans  
Medley of Vegetables  
Broccoli Hollandaise | *Add \$2*  
Cauliflower with Cheese Sauce | *Add \$2*

### Potatoes & Rice

#### SELECT TWO

Scalloped Potatoes  
Mashed Potato au Beurre  
Rice Pilaf  
Roasted Garlic  
Mashed Potatoes  
Oven Roasted Potatoes  
Boiled Potatoes

### Hot Dish

#### SELECT TWO

Roast Chicken with Wild Mushroom  
Sauce Carved Baron of Beef  
Lasagna/Vegetable Lasagna  
Stuffed Haddock with Hollandaise Sauce  
Seafood Casserole  
Roast Savoury Chicken  
Pasta Primavera  
Vegetable Curry  
Stuffed Loin of Pork

*Additional Hot Dish | \$7/person*

## *Bountiful Buffet Additions*

#### VEGETABLE PLATTER

*Assortment of seasonal vegetables & dips*  
50 people | \$200  
75 people | \$300  
100 people | \$400

#### FRESH FRUIT TRAY

*Assortment of seasonal fresh fruit*  
50 people | \$250  
75 people | \$350  
100 people | \$450

#### CHEESEBOARD

*Assortment of fine domestic cheeses  
& crackers with dried fruit garnish*  
50 people | \$300  
75 people | \$400  
100 people | \$500

#### STEAMED MUSSELS

*Steamed to perfection with  
aromatic organic vegetables,  
herbs & white wine*  
25 lb | \$150

#### SMOKED SALMON BAR

*Willy Krauch smoked salmon, cream  
cheese, red onion, capers & rye bread*  
30 people | \$250

#### SEAFOOD CHOWDER

*Local shellfish in a cream base &  
seasoned with tarragon & thyme*  
25 people | \$200

*\*Prices per person. Subject to tax and gratuities. If number is below the minimum, a surcharge of \$5/person will apply.*

# Dinner

## Plated Menus

If you want to “wow” your guests, allow our professional servers to treat you like royalty. Dinner includes your choice of accompaniments of potato or rice, vegetables, and coffee, tea & decaf coffee. A minimum purchase of appetizer and dessert is required for our plated menu.

### Salads

- Tossed Salad | \$8
- Caesar Salad | \$9
- Mandarin Salad | \$8
- Greek Salad | \$9
- Summer Salad (in season) | \$10

ADD SHRIMP OR SEARED SCALLOPS TO ANY SALAD FOR \$6

### Soups

- Roasted Red Pepper & Tomato | \$8
- Minestrone | \$7
- Cream of Mushroom | \$7
- Beef Vegetable | \$8
- Vegetable Soup | \$8
- Seafood Chowder | \$8

### Entrées

- Roast Prime Rib of Beef au Jus | \$50
- Roast Top Sirloin of Beef | \$32
- Blackened Salmon with Lobster Sauce | \$35
- Roast Chicken Supreme Roccifeller | \$30
- Stuffed Loin of Pork with Robert Sauce | \$25
- Poached Atlantic Salmon with Dill Sauce | \$35
- Roast Turkey with Savoury Dressing | \$28
- Chicken à la Reine | \$28
- Vegetarian Plate | \$25

### Dinner Accompaniments

#### VEGETABLES

- Baby Carrots
- Diced Turnip au Beurre
- Bouquetière of Vegetables
- Broccoli Hollandaise & Cauliflower with Cheese Sauce | add \$2

#### POTATOES & RICE

- Mashed Potatoes or Garlic Mashed
- Baked Potato with Sour Cream, Bacon Bits & Chives Boiled Potatoes
- Oven Roasted Potatoes with Rosemary & Garlic
- Rice Pilaf

### Desserts

- Carrot Cake with Cream Cheese Frosting | \$8
- Baked Apple Dumpling | \$8
- Chocolate Mousse, Strawberry Sauce & Fresh Fruit | \$8
- Ice Cream Crêpe with Crème à l'Anglaise & Raspberry Sauce Garnished with Fresh Fruit | \$8
- Baked Cheesecake with Choice of Coulis | \$9
- Strawberry Shortcake (seasonal) | Seasonally Priced
- Fresh Fruit Cup (seasonal) | Seasonally Priced
- Vegan Cake | \$12
- Chocolate Torte with Coulis | \$12

\*Prices per person. Subject to tax and gratuities. For choice of a second entrée, add \$5/person to your highest selection.



# Dinner

*Set Meal* | All meal selections are served with oven fresh rolls and butter, coffee, tea and decaf.  
One choice per group. Gluten free dessert option available for \$10/person.

## Chicken À La Reine | \$38

Garden Salad with Choice of Dressing  
Chicken à la Reine  
Roasted Garlic Mashed Potatoes  
Garden Vegetable Medley  
Chocolate Mousse

## Herbed Chicken | \$40

Minestrone Soup  
Roast Chicken Supreme Rockefeller  
Creamy Whipped Chived Potatoes  
Garden Vegetable Medley  
Ice Cream Crêpe with Berry Coulis

## Atlantic Salmon | \$44

Garden Salad with Choice of Dressing  
Blackened Atlantic Salmon with Lobster Sauce  
Parsley Potatoes  
Garden Vegetable Medley  
Cherry Cheesecake

## Roast Sirloin | \$45

Garden Salad with Choice of Dressing  
Roast Top Sirloin of Beef with Bordelaise Sauce  
Baked Potato  
Garden Vegetable Medley  
Carrot Cake

## Stuffed Pork Loin | \$35

Cream of Mushroom Soup  
Stuffed Pork Loin  
Garlic Mashed Potatoes  
Garden Vegetable Medley  
Cheesecake with Seasonal Coulis

## Savoury Stuffed Chicken | \$35

Garden Salad with Choice of Dressing  
Savoury Chicken with Dressing  
Mashed Potato  
Garden Vegetables  
Cranberry Sauce & Gravy  
Warm Apple Dumpling

## Roast Island Turkey | \$36

Garden Salad with Choice of Dressing  
Roast Turkey with Savoury Dressing  
Mashed Potatoes  
Garden Vegetable Medley  
Cranberry Sauce  
Chocolate Mousse

*\*Prices per person. Subject to tax and gratuities.*

# Reception

## *Food Stations*

Food stations allow for a great social atmosphere for your next event.

**\$50** MINIMUM 60 PEOPLE

## Stand Alone Stations

SELECT THREE

### NACHO BAR

Cheddar Cheese, Sour Cream, Salsa, Lettuce, Olives, Green Peppers, Red and Green Onion

### POTATO BAR

Mashed Potato, Scallop Potato, Twice Baked Potato, Croquette Potato, Sour Cream, Bacon Bits, Chives, Assorted Cheeses

### PIZZA BAR

Assortment of Mini Pizza

### SALAD STATION

Caesar, Greek & Mandarin Salad

### SEAFOOD CHOWDER

Served with Homemade Biscuits

### DESSERT STATION

Assortment of Pies, Cakes & Mousses

## Chef's Station

SELECT ONE | ADD EXTRA STATION FOR \$12/PERSON

### SCALLOPS & FETTUCINI

Sautéed Cape Scallops, Onions, Peppers & Mushrooms with Béchamel & Cream Sauce, served over Fettuccini Pasta

### CHICKEN & ORZO

Chicken Breast Medallions Sautéed in Olive Oil, Roasted Garlic, Mushrooms, Peppers & Onions with Marinara Sauce & Fresh Herbs, Served Over Orzo Pasta

### CARVED BEEF ON A BUN

Slow Roasted Beef on a Home Style Kaiser Bun with All of the Trimmings. Shaved Red Onions, Peppers, Tomatoes, Lettuce, Horseradish Mayo & Dijon Mustard

*\*Prices per person. Subject to tax and gratuities. If number is below the minimum a surcharge of \$5/person will apply.*



# Reception

## Hors d'Oeuvres

### PRICED PER DOZEN

#### HOT

- Mini Egg Rolls | **\$30**
- Breaded Shrimp | **\$30**
- Quiche Lorraine | **\$30**
- Spring Rolls | **\$30**
- Wings | **\$30**
- Breaded Scallops | **\$30**
- Meatballs | **\$30**
- Arancini | **\$30**
- Mushroom Bruschetta | **\$30**
- Pakora | **\$30**
- Coconut Shrimp | **\$30**
- Mini Seafood Quiche | **\$30**
- Bacon Wrapped Scallops | **\$30**
- Mini Chicken Brochettes | **\$30**
- Italian Sausage Rolls in Puff Pastry | **\$30**

#### COLD

- Baby Shrimp & Curry Cream Cheese | **\$30**
- Smoked Salmon & Cream Cheese | **\$30**
- Roasted Red Pepper, Cream Cheese & Roast Chicken | **\$30**
- Crab, Goat Cheese & Sundried Tomato | **\$30**
- Scallop & Scallions | **\$30**

## Trays & Specialties

#### VEGETABLE TRAY

Assortment of seasonal vegetables & dip

- 10 people | **\$75**
- 20 people | **\$150**
- 30 people | **\$225**
- 40 people | **\$300**
- 50 people | **\$350**

#### FRESH FRUIT TRAY

Assortment of seasonal fruit

- 10 people | **\$90**
- 20 people | **\$180**
- 30 people | **\$270**
- 40 people | **\$360**
- 50 people | **\$450**

#### CHEESE & CRACKER TRAY

Assortment of fine domestic cheeses & crackers with dried fruit garnish

- 10 people | **\$80**
- 20 people | **\$160**
- 30 people | **\$240**
- 40 people | **\$320**
- 50 people | **\$400**

#### ASSORTED SANDWICHES | **\$10**

Served on a variety of breads, equivalent to 1 sandwich per person

- Turkey
- Roast Beef
- Black Forest Ham
- Smoked Meat
- Egg Salad
- Chicken Salad
- Tuna Salad

#### SPECIALTIES

- Shrimp Pyramid | **\$4.50/shrimp**
- Oyster Bar | **\$4.75/oyster**
- Steamed Mussels | **\$9/pound**
- Willy Krauch Smoked Salmon Bar
- Minimum 30 people | **\$240/side**

\*Subject to tax and gratuities.



# Drinks

## *Host Bar*

Suited to functions where the wedding couple are "hosting: or assuming the total cost of beverages served to all attendees." Host bar pricing is subject to applicable taxes and gratuities.

## *Cash Bar*

Available for non-sponsored functions where attendees purchase their own refreshments individually. Cash bar prices are inclusive of taxes. Gratuities are at the discretion of the guest.

## *Bar Set-Up*

Bar set-up includes a bartender, domestic & imported beer, coolers, house wine, rum, rye, vodka, gin, scotch, mixes and condiments.

## *Wine Orders*

We also have an extensive wine list that is sure to enhance any menu. We would be pleased to discuss our selections with you. In order that we have a sufficient supply of your preferred wine, please advise us of your wine selections three weeks in advance.

PRICES ARE SUBJECT TO CHANGE AS PER PEI LIQUOR CONTROL COMMISSION

*\*Prices per person. Subject to tax and gratuities.*

## *Pricing*

### HOST BAR

Domestic Beer | **\$6**  
Imported Beer | **\$6.50**  
Coolers | **\$6.75**  
Domestic Wine 5 oz. | **\$7.75**

House Brands 1 oz. | **\$6**  
*Captain Morgan White & Spiced, Smirnoff, Beefeater, Canadian Club, Johnny Walker Red Label*

Assorted Liqueurs | **\$6.73**  
Cocktails | **\$6.30**  
Soft Drinks | **\$2.75**

### CASH BAR

Domestic Beer | **\$6.50**  
Imported Beer | **\$7**  
Coolers | **\$7.75**  
Domestic Wine 5 oz. | **\$8**

House Brands 1 oz. | **\$6.50**  
*Blue Lobster Vodka, Smirnoff, Beefeater, Canadian Club, Johnny Walker Red Label*

Assorted Liqueurs | **\$8.75**  
Cocktails | **\$8.50**  
Soft Drinks | **\$3**

### WINE (BY THE BOTTLE)

*Sartori "Erf" Prosecco* | **\$50/bottle**  
*Jackson Triggs Cabernet Sauvignon* | **\$33/bottle**  
*Jackson Triggs Pinot Grigio* | **\$33/bottle**

### PUNCH

Fruit Punch | **\$45/bowl**  
Fruit Punch with Alcohol | **\$85/bowl**



# Decor

*Backdrop* **\$250**

*Ceiling Lights* **\$150**

*Table Runners* **\$2/each**

*Chair Sashes* **\$1/each**

*Chair Covers* **\$5/each**

White, Black, Ivory

*Gift Box* **Complimentary**

\*Subject to tax and gratuities.

# Terms & Conditions

*To ensure a well organized event, we ask that you review the following catering policies.*

Rodd Charlottetown will guarantee access to your function room two hours prior to the beginning of the wedding reception. Should the room not be in use, you are welcome to access it earlier. Please phone 48 hours prior to the date of the wedding to confirm availability of the room for earlier access.

We will hold the indicated function room for 14 days on a tentative basis. After this time a \$1,000.00 non-refundable deposit is required to hold the room on a definite basis.

Our event order form will be prepared for your function by our event coordinator. This form will outline all items discussed, such as: menus, prices, times, room set-up, audio/visual, linen, lobby board postings and other requirements. This event order must be reviewed, changes made if necessary, signed and returned.

A complete catering contract will be developed between you and a member of the catering team no later than two months prior to the event.

For liability purposes, along with health and safety standards, all food and beverage consumed on the property must be prepared and sold through our licensed facilities. Items listed in our Wedding Package are suggestions, and by no means the only items available through our facilities. We would be pleased to prepare a customized menu for your group suited to your occasion.

All food & beverage products must be purchased and consumed on the property. Alcoholic beverages and food products cannot be brought into areas licensed by the facility. Standard bar set ups include beer, wine, shots and popular cocktails. The Catering Department would be pleased to arrange for specialized brands and other alcoholic products to be provided on your cash or host bar.

Wedding gifts dropped off at hotel prior to and during reception are the sole responsibility of the wedding couple. Gift card box should be enclosed with a lock and is the sole responsibility of the wedding couple. It is suggested that a guest be responsible for the removal of the gift card box prior to the dance starting. All gifts must be removed from the reception area by close of the dance and cannot be stored in any function room at the hotel.

Wedding cakes may only be dropped off the day of the wedding reception, unless other arrangements are made with the Catering Department. Centerpieces, cake-cutting knife, picture display, flowers, seating board and any other decorations belonging to the wedding couple must be collected by the close of the dance. It is suggested the wedding couple make this a guest responsibility. The hotel is not responsible for the safe guarding of these items.

Due to fire regulations, open-flamed candles are not permitted as centerpieces. Nothing can be fixed to walls or ceilings without the prior approval by the Catering Department.

## **CHOICE OF MENU**

One menu is required for all guests. Special dietary substitutes can be made upon prior request, but must be done at least 72 hours prior to the wedding date. Menu selection should be submitted at least one month (1) prior to your function.

Our food preparation is geared to the guarantee and if the number of guests exceeds this guarantee, every effort will be made to serve the additional meals, however a menu substitution may be necessary.

# Terms & Conditions

## **GUARANTEED BILLING**

**Guaranteed number is required by noon seven (7) days prior to your event.** All charges are based on the guarantee, or the actual number of meals served above the guarantee. If a revised guarantee is not received by the cut-off, the number indicated in the guest field will be used for billing purposes.

All food and beverage items sold are subject to applicable taxes and a 18% gratuity.

## **DEPOSIT AND PAYMENT**

**A \$1,000.00 non-refundable deposit** is required to confirm the booking, with the full estimated balance payable by certified cheque or cash, three (3) days prior to your event. All private functions are subject to one master bill.

All function room prices quoted will be honoured. Meal and beverage prices quoted before six months in advance are subject to change.

Minimum amount of food purchased \$3,200.00, subject to tax and gratuity.

For wedding receptions, the Georgian Ballroom rental fee is \$1,000.00; the Victorian Room rental fee is \$750.00 plus tax.

For wedding ceremonies on-site, an additional rental fee of \$400.00 plus tax is charged.

If the function space is rented on statutory holidays, the rental fee is \$3,500.00 plus tax.

## **CANCELLATION CHARGES**

If the event is cancelled one month prior, 50% of the rental fee will be charged. If cancelled less than one week prior to the event, 100% of the rental fee will be charged

## **BAR CHARGES**

Should the minimum consumption on a cash or host bar be less than \$500.00 net of taxes, a charge of \$35.00 per hour (minimum 4 hours) will be made for the bartender.

## **SPECIAL SECURITY**

All dances require security from 9PM to 2AM. Security will be arranged by the hotel and billed to the client. Rodd Charlottetown reserves the right to control the volume of a disc jockey. Music must be discontinued at 12:30am with the room cleared and closed by 1:00am.

Live bands are not permitted in The Georgian Room.

## **SPECIAL COSTS**

Under the Copyright of Canada and in accordance with S.O.C.A.N. (the association responsible for the copyrights of live and recorded music), any event with either live or recorded music is subject to the following fee as per tariff No. 8 of the Copyright of Canada. This amount will be billed to your account by the hotel.

- With Dancing: \$63.49 + tax
- Without Dancing: \$31.72 + tax

These amounts are subject to change and will be billed to your account by the resort. This would include dances, receptions and weddings. If you have any questions about SOCAN fees, call 1-800-707-6226.



# Terms & Conditions

Under the Copyright of Canada and in accordance with Re: Sound (the association responsible for the collecting and distributing royalties for artists and record companies), any event with either live or recorded music is subject to the following fee as per tariff No. 5 of the Copyright of Canada. This amount will be billed to your account by the hotel.

- With Dancing: \$26.63 + HST
- Without Dancing: \$13.30 + HST

## **DAMAGES**

Rodd Hotels & Resorts reserves the right to inspect and control private functions. Liability for damage to the premises will be charged accordingly. The convenor for any function is held responsible for any damages incurred by their group or independent contractors on their behalf. The hotel will not be responsible for damage or loss to any personal property or equipment left at the hotel, prior to, during, or after the function.

## **MINORS**

All minors must be accompanied by a legal parent or guardian. When the parent or legal guardian leaves the function, the minor must also leave. Minors can only attend the dance if the dance is by invitation only. They must have a copy of the invitation with them. If the dance is open to the public, via ad in the paper or other like device, special permission from the PEI Liquor Commission must be obtained for minors to attend the dance. We require one month notice to be able to submit the request with the PEILCC.