



# BLACKBURN

— COMMUNITY CENTRE —

*By*

NORTHERN LIGHTS WINERY

Located just 10 minutes from downtown Prince George and from the Prince George Airport, the Blackburn Community Centre is the ideal location to host your next meeting or tradeshow. Our full-service facility offers seating for 225 people and can accommodate upwards of 290 people for flow-through events. Our on-site Event and Culinary Team are here to assist with all of your meeting needs.

## MEETING VENUE RENTAL PACKAGE

**Monday – Thursday Rates 8:00am to 5:00pm**

Venue Rental Fees Include: *Water station or water pads on tables, venue set up and take down, on-site service staff, tables, chairs, linens*

The Venue Rental Fee with Food & Beverage rate will apply to bookings with pre-arranged food & beverage that averages to \$19 or more (*pre-tax & service charge*) per person.

|                   | VENUE RENTAL FEE               | VENUE RENTAL FEE WITH FOOD & BEVERAGE |
|-------------------|--------------------------------|---------------------------------------|
| 25-75 Attendees   | \$400                          | \$225                                 |
| 76-125 Attendees  | \$650                          | \$375                                 |
| 126-175 Attendees | \$900                          | \$525                                 |
| 176-225 Attendees | \$1,150                        | \$675                                 |
| 226-290 Attendees | \$925 <i>Flow Through Only</i> | <i>See Event Coordinator</i>          |

All rates are subject to 5% GST

Some venue set up arrangements require an additional Venue Fee to accommodate

All rates are subject to change without notice

Rates do not include Catering costs

Any changes that are made to your pre-determined floorplan within 72 hours of your event date may be subject to a \$200 venue re-set fee

## AV RENTAL PACKAGES

Rental Rates Include- AV tables, linen for tables, set up and take down of AV Equipment

| Sound System with Hand-held Microphone | 8ft Pull Down Screen | LCD Projector | Screen & LCD Projector |
|--|----------------------|---------------|------------------------|
| Included                               | \$60                 | \$120         | \$150                  |

All rates are subject to 5% GST & 7% PST

Please note there is no on-site AV Technician and individual power for attendees at each table is unavailable

Convener is responsible for facilitating AV throughout event

LCD Projector comes with power cord and HDMI Cable

## VENUE SEATING CAPACITY

5000 sq feet

| Round Table- Dinning Seating | Round Table- Horseshoe Seating | U Shape | Boardroom | Classroom<br><i>table rental will apply</i> | Theatre |
|------------------------------|--------------------------------|---------|-----------|---|---------|
| 225                          | 135                            | 44 & 80 | 34 & 74   | 120   | 275     |

## FOOD & BEVERAGE MENU

### BEVERAGE

Prices listed do not include taxes & service charge

Please note whether selection is charged per person, or on consumption

|                                      |   |
|--------------------------------------|---|
| Coffee & Tea Station \$4 per person  | Canned Pop Station \$4 per can                    |
| Bottled Juice Station \$4 per bottle | Bottled or Sparkling Water Station \$4 per bottle |

### BREAK

Prices per person plus taxes & service charge

|   |  |
|---|--|
| <b>SWEET TREAT \$15</b><br>Assorted Cookies & Squares<br>Fresh Fruit Tray <i>lemon-yogurt dip</i><br>Coffee & Tea Station | <b>RISE &amp; SHINE \$16</b><br>Assorted Fresh Baked Breakfast Pastries<br>Individual Flavored Yogurts<br>Fresh Fruit Tray <i>lemon-yogurt dip</i><br>Coffee & Tea Station                             |
| <b>CINNY BREAK \$15</b><br>Fresh Baked Cinnamon Buns<br>Fresh Fruit Tray <i>lemon-yogurt dip</i><br>Coffee & Tea Station  | <b>SOMETHIN' SAVOURY \$18.50</b><br>Cured Local & International Meats<br>Local & International Cheeses<br>Fresh & Dried Fruit, House-made Pickled Vegetables<br>Crackers & Baguette<br>Sparkling Water |

### BREAKFAST

Prices per person plus taxes & service charge

|   |  |
|---|--|
| <b>NLEW DELUXE BREAKFAST BUFFET \$26</b><br>Seasonal Fresh Fruit Platter<br>Buttermilk Pancakes, Maple Syrup & Butter<br>Scrambled Eggs <i>with cheddar cheese</i><br>Breakfast Sausage & Bacon<br>Hash Browns<br>Select Chilled Juices<br>Coffee & Tea | <b>CASUAL BREAKFAST BUFFET \$23</b><br>Seasonal Fresh Fruit Platter<br>Assorted Breakfast Pastries<br>Assorted Breads & Bagels- <i>toaster</i><br>Butter, Cream Cheese, Preserves<br>Honey Ham Slices, Cheese Slices, Tomato Slices<br>Select Chilled Juices<br>Coffee & Tea |
|---|--|



## LUNCH

Prices per person plus taxes & service charge

| SANDWICH BUFFET \$26  | ITALIAN BUFFET \$28   |
|---|---|
| <p>Soup of the Day</p> <p>Orchard Green Salad<br/><i>mixed greens, strawberry, grape, tomato, goat cheese, almonds &amp; balsamic vinaigrette</i></p> <p><b>Please Choose FOUR Sandwich or Wrap Selection</b><br/><i>based on 2 halves per person</i></p> <p>Italian Sandwich <i>capicola, salami, ham &amp; provolone</i></p> <p>Roast Beef Sandwich <i>aged cheddar, grainy mustard &amp; horseradish mayo</i></p> <p>Curried Chicken Salad Sandwich <i>with apple</i></p> <p>Roasted Vegetable &amp; Hummus Wrap</p> <p>Tuna Salad Wrap <i>with cucumber</i></p> <p>Deviled Egg Salad Wrap</p> <p>Assorted Cookies</p> <p>Coffee &amp; Tea</p> | <p>House-made Artisan Garlic Bread</p> <p>Caesar Salad<br/><i>crouton, parmesan, lemon &amp; house-made Caesar dressing</i></p> <p>Orchard Salad<br/><i>mixed greens, strawberry, grape, tomato, goat cheese, almonds &amp; balsamic vinaigrette</i></p> <p><b>Please choose TWO of the Following Selections</b></p> <p>House-made Beef Lasagna</p> <p>House-made Vegetarian Lasagna</p> <p>Trottole Pasta<br/><i>Sicilian pesto &amp; wild mushroom</i></p> <p>Trottole Pasta<br/><i>chorizo, artichoke hearts, bell peppers roasted tomato sauce, parmesan &amp; fresh basil</i></p> <p>Assorted Italian Desserts</p> <p>Coffee &amp; Tea</p> |

| CLASSIC LUNCHEON BUFFET \$39  |
|---|
| <p>Fresh Bread Rolls &amp; Butter</p> <p><b>Salad</b></p> <p>Please choose THREE of the Following Selections- <i>under 50 people choose 2 selections</i></p> <p>Traditional Green Salad <i>grape tomatoes, cucumbers, rainbow carrot curls, toasted seeds, house-made balsamic dressing</i></p> <p>Classic Caesar Salad <i>Herb croutons, parmesan, house-made Caesar dressing</i></p> <p>Mediterranean Pasta Salad <i>trottole pasta, fresh vegetables, feta, preserved lemon vinaigrette</i></p> <p>Chef Rene's Famous Apple Slaw <i>cabbage, carrots, crisp apple, red onion, grandma's sour mayo dressing</i></p> <p>Homestyle Potato Salad <i>hard-cooked egg, pickled celery, baby potatoes, scallion, creamy mustard dressing</i></p> <p>Baja Power Grain <i>farro, quinoa, black lentils, roasted corn, bell pepper, tomato, fresh herbs, avocado &amp; chili-lime vinaigrette</i></p> <p><b>Buffet accompanied by</b></p> <p>Roasted Baby Potatoes &amp; Seasonal Fresh Vegetable</p> <p><b>Main Course</b></p> <p>Please choose TWO of the Following Selections <i>(under 50 people choose 1 selection)</i></p> <p><b>Additional Protein Selection \$6 per person</b></p> <p>Slow Roasted Cod <i>white wine cream sauce</i></p> <p>Herb Roasted Chicken Pieces <i>mushroom sauce</i></p> <p>Smoked Pork Shoulder <i>chimichurri sauce</i></p> <p>Roast Turkey Breast <i>apple pecan stuffing &amp; gravy</i></p> <p>Italian Style Braised Beef Chuck <i>tomato &amp; caramelized onion demi-glace</i></p> <p><b>Dessert</b></p> <p>Assorted Gourmet Desserts, Cookies &amp; Fresh Fruit Platter</p> <p>Coffee &amp; Tea Station</p> |

## GENERAL INFORMATION

### DEPOSIT

A \$500 non-refundable/non-transferable deposit is required at the time of booking to confirm and hold any date(s) or times. The venue space is held at the time the deposit is received and the Contract/Polices Agreement will be issued. The deposit applies directly to your final bill.

### VENUE FEES

Venue Fees include the use of the booked area for 8am to 5pm. The use of the venue past the contractual end time will be charged out at a rate of \$75 per hour. Venues Fees may be subject to change based on venue set up requirements. Venue will be set to your desired floorplan and any changes made to the floorplan within 72 hours of your event start will be applicable to a \$200 venue reset fee.

### FOOD & BEVERAGE

All menus are subject to change without notice and are subject to 18% Service Charge & 5% GST. All noted menus have a minimum charge of 25 people.

### ACCESS TIME & SET UP

Contractually all venues are available for event-related set up/décor 1 hour prior to guest arrival and are allotted 1 hour upon completion of the event for event-related set up/décor removal. Please speak to the Northern Lights Estate Winery Event Coordinator to discuss access times for event related set up/decor if you require additional time. All event related set up/décor must be provided by the Convener and set up/removed within the allotted timeline. Additional charges will apply to any groups that extend pass their allotted timeline noted on the contract.

### FINAL PAYMENT

100% of the estimated balance owing is due 3 days prior to the event date when final guest attendance is required/confirmed. All booked events require a Credit Card on file to process final payment and final charges will be applied to said Credit Card on file upon completion of event.

## CONTACT

Jenese Skomedal  
*Event Coordinator for*  
*Blackburn Community Hall & Northern Lights Winery*

E-MAIL: [jenese@northernlightswinery.ca](mailto:jenese@northernlightswinery.ca)

PHONE: 250-649-8035

### VENUE ADDRESS

2451 Blackburn Rd S, Prince George, BC V2N 6C1  
Just 10 minutes from downtown Prince George

### WEBSITE

<http://northernlightswinery.ca/>