



Meeting Package

MEETING ROOM CAPACITY & RENTAL RATES AUDIO VISUAL SERVICES OTHER INFORMATION

We are dedicated to hosting memorable meetings and special events.



Meeting Room Capacity and Rental Rates

Event and Meeting Rooms	Square Feet	Banquet	Classroom	Theater	Boardroom	U-Shape	Hollow Square	Cocktail	Rental Rates
Garibaldi Room	1700	80	60	120	20	36	48	150	\$600
Clubhouse	1100	60	40	80	20	20	26	100	\$600
Tantalus Suite	500	-	-	-	12	-	-	25	\$350
Restaurant & Patio	3340	120	-	-	-	-	-	200+	*Inquire
Green Space	Outdoor Location	200+	-	-	-	-	-	200+	*Inquire

Free Parking - Free Wi-Fi - Custom Group Activities - Catering Service - Breathtaking Views



Executive Suites Hotel & Resort Squamish
40900 Tantalus Road
Squamish, BC, V8B 0R3, Canada

Contact Number: 1-877-815-0048
Contact Email: info@executivesuitessquamish.com
www.executivesuitessquamish.com

Taxes and service charge is not included.
Prices are subject to change without notice.
2017 edition.



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We can help make sure you have the right equipment for a memorable presentation.

LCD PROJECTOR & SCREEN PACKAGE

Includes Screen, LCD Projector, HDMI or VGA Connection Cables, AV Stand, Audio via Sound System, Set-up and Dismantle.

\$200

LCD PROJECTOR PACKAGE

Includes LCD Projector, AV Stand, Extension Cord, Set-up and Dismantle.

\$150

SCREEN PACKAGE

Includes Projection Screen, Extension Cord, Set-up and Dismantle

\$50

SMALL AUDIO PACKAGE

Includes PA System with Two Speakers, 4-Channel Mixer, (1) Wired Microphone, & Stand, Audio Cable, Set-up and Dismantle.

\$125

*Multiple microphones in one room requires an audio package.

GAMING PACKAGE

Includes Xbox Game Console, Flat Screen TV, Two Wireless Controllers, Choice of Game, Set-up and Dismantle.

\$175

PRESENTATION ACCESSORIES

Flipchart with Markers	\$25.00
Lapel Microphone.....	\$125.00
Handheld Microphone.....	\$125.00
60" Smart TV.....	\$200.00
Power Strips.....	\$10.00
Extension Cords.....	\$10.00
Laser Pointer.....	\$15.00
Wireless Presentation Mouse.....	\$20.00
Conference Phone.....	\$125.00

LABOUR RATES

Monday-Friday 07:00-18:00.....	\$60.00 per hour
Monday-Friday 18:00-07:00.....	\$70.00 per hour
Saturday & Sundays.....	\$80.00 per hour
Holidays.....	\$90.00 per hour

GUEST AMENITY DELIVERY

In-Suite Delivery.....	\$3.50 per room
Check-In Delivery.....	\$1.50 per item



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FUNCTION ROOM RENTAL

Rental charges include the set-up, use of space, normal clean-up and the following equipment as required:

- Tables, linen and chairs
- Pens and Paper
- Water Service

Rental rates are based on full days - 8am to 5pm and 6pm to midnight.

If 24 hour access is required please advise us at the time of booking and the hotel will accommodate if possible, and at an additional charge.

Any items requested above the hotels inventory of tables, chairs and linens will be available at applicable rental fees. Rental quotes will be provided in advance for the Client's approval.

The hotel reserves the right to require security for any event at the Clients' expense.

FOOD AND BEVERAGE POLICY

Only Food and Beverage provided by the Executive Suites Hotel & Resort may be consumed in the event rooms. Wedding and/or Birthday cakes may be brought in with prior permission from the Catering Manager and a Cake Cutting Fee may apply.

Menu selections and event room timeline and set-up requirements should be submitted to our Catering Department at least three weeks in advance.

All applicable taxes and an 18% service charge will be added.

The hotel reserves the right to move or alter meeting space allocations in response to changes in number of attendees, room layout concerns, technical issues, or for reasons of health and safety

FUNCTION ROOM-ONLY BOOKINGS

For clients interested in booking a meeting or special event without a minimum room block commitment, please be advised that we can tentatively hold space for you, but cannot guarantee until 30 days prior to the event date. Once we are within 30 days of the event and space is still available we will finalize the event contract and any catering requirements.

GUARANTEED NUMBERS

The hotel requires three (3) business days advanced notice of guaranteed attendance.

If a guaranteed number is not supplied within this period, we shall assume it the most recent figure supplied to us by the Client.

EVENT DOCUMENTS

Catering arrangements and event room timeline and set-up requirements will be outlined on a separate event order for both parties to sign prior to your event.