

Catering Policies & Procedures

To be assured of your menu choices, including all food, liquor and wine selections, it is necessary that we receive menu selections and all other arrangements no later than 2 weeks prior to the function.

Limited dietary substitutes (including vegetarian dishes) can be made available upon prior request.

Westwood will set up to a maximum of 5% additional settings, space permitting. Westwood will charge the guaranteed number or the actual number served, whichever is higher.

All prices quoted are in Canadian dollars. Prices are subject to change without notice, but will be guaranteed 60 days prior to the function. Should the number of guests attending the function decrease from the original number, Westwood reserves the right to negotiate upon previously agreed quotations, based on the new size of the group.

Westwood reserves the right to inspect and control all private functions. Liability or damage to the premises will be charged accordingly. Westwood cannot assume responsibility for damage or loss of any personal property and/or equipment left on the premises prior to, during, or following a function.

Westwood can accommodate a maximum of 43 guests indoors and a maximum of 85 guests indoors/outdoors.

Westwood requires a 15% of the estimated value upon confirmation of the booking and/or a Visa card number. Payment of the function will be due upon or before completion of the function unless alternate arrangements have been made in advance with Westwood. Any deposits are refundable if the function date is cancelled at least 2 weeks prior to the function date.

Westwood requires a written confirmation of cancellation to refund deposits and credits.

Provincial Liquor Laws do not permit the service of alcoholic beverages prior to 11:00 a.m. or after 1:00 a.m. Monday through Saturday; prior to 11:00 a.m. or after 12:00 a.m. Sundays. As Westwood is a licensed facility, Provincial Liquor Laws do not permit minors (under the age of 19) inside. They are welcome in our Junior clubhouse

**All food and beverages served at Westwood are to be provided by Westwood.
A 15% gratuity may be added before taxes to the bill**

All food & beverage services are subject to 5% GST. Alcohol is subject to an additional 10% liquor tax.