



**NOVOTEL**

HOTELS & RESORTS

MONTREAL CENTRE

**CATERING  
OFFER  
2021**

CONVENIENT  
PROFESSIONAL

# SOMMAIRE

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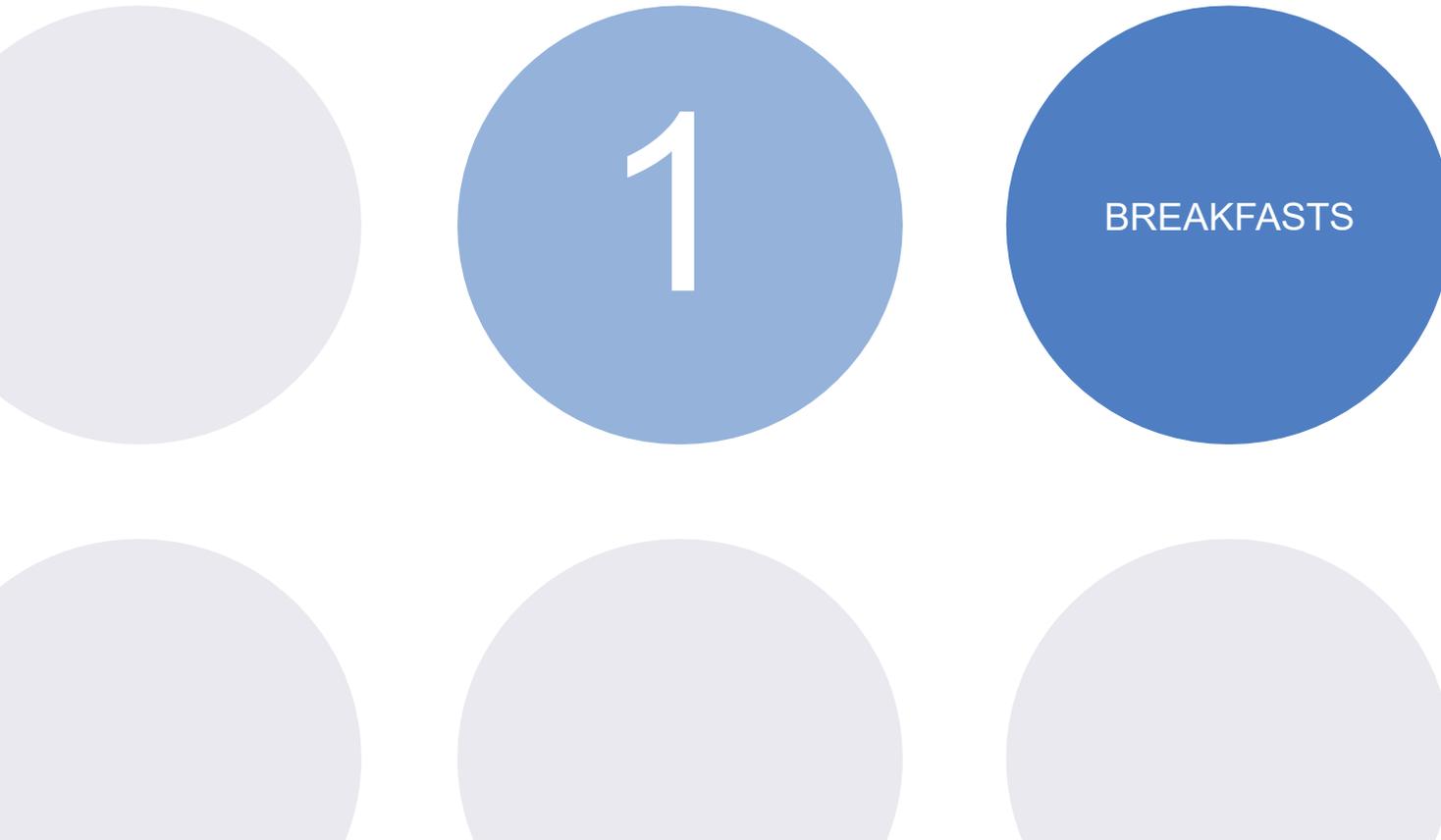
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BREAKFASTS

## THE CONTINENTAL

17.00\$ / pers.  
Served in your room

- Muffins
- Pastries
- Assorted yogurts
- Selection of jams
- Fresh fruits
- Selection of fruit juices
- Coffee, tea and herbal tea

3.00\$ extra per person for:

- Cold cuts (3 choices)
- Hard boiled eggs
- Cheese (2 choices + cottage cheese)

## FULL BUFFET BREAKFAST

19.50\$ / pers.

Served at the restaurant or in  
the room Alsace

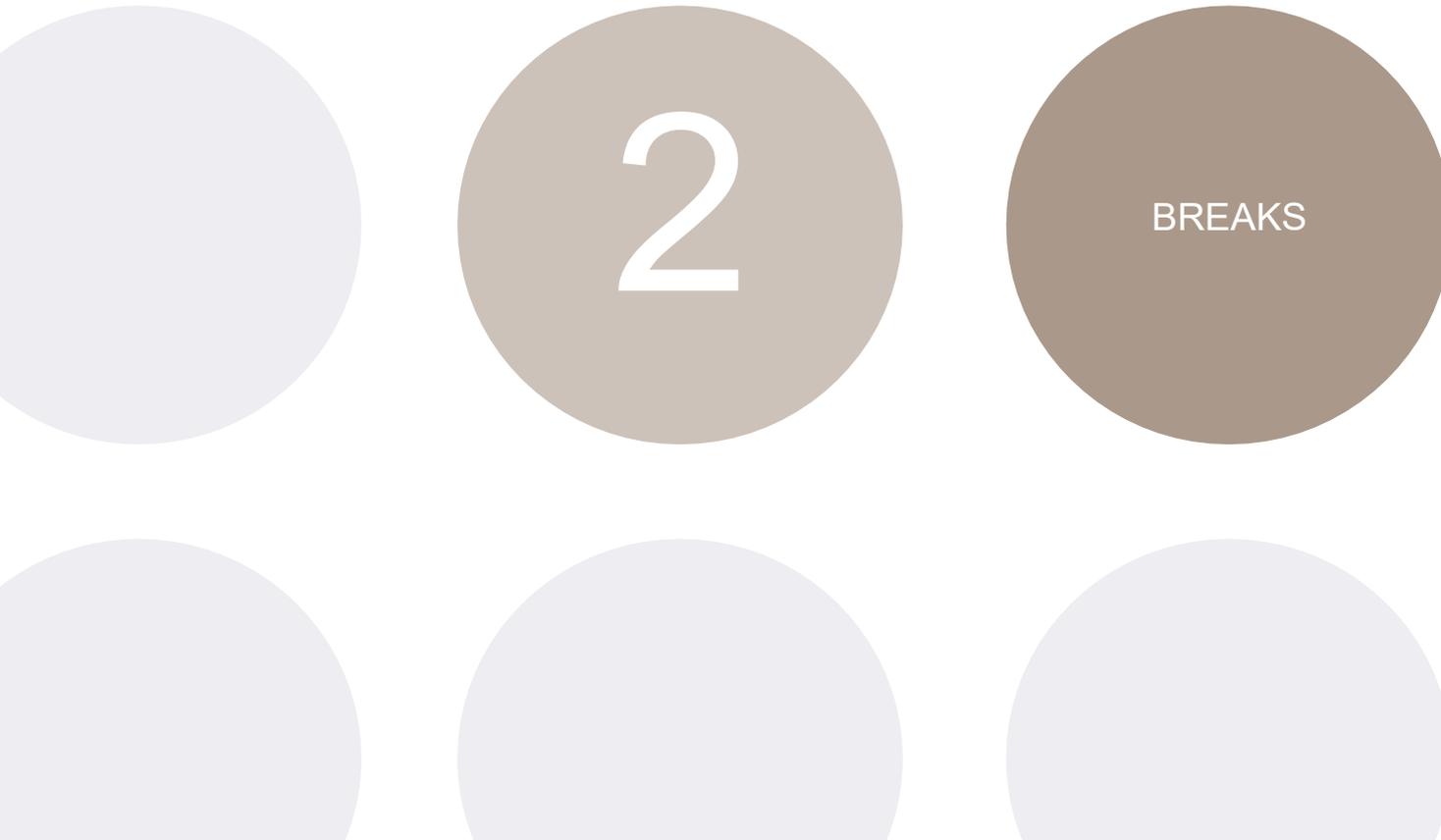
- Muffins, pastries
- Sliced fresh fruits
- Cheese (3 choices)
- Assorted yogurts
- Fresh fruits
- Scrambled eggs
- Potatoes
- Sausages and bacon
- Cold cuts (3 choices)
- Crepes, pancakes or french toast (Chef choice)
- Choice of bread (White and whole wheat, baguette, english muffin)
- Selection of fruit juices
- Coffee, tea and herbal tea

## BREAKFAST BOX

16.00\$ / pers.

To go

- One viennoiserie (Chef choice)
- One fresh fruit
- One fruit juice
- One yogurt
- Cubes of Cheddar cheese
- Coffee, tea and herbal tea



2

BREAKS

## MORNING BREAK

11.00\$ / pers.  
Served in your room

- Variety of mini-viennoiseries (2)
- Fresh fruits
- Selection of fruit juices
- Coffee, tea and herbal tea

## SWEET BREAK

11.00\$ / pers.  
Served in your room

- Cookies, Chef's selection (3)
- Sliced fresh fruits
- Selection of fruit juices
- Soft drinks
- Coffee, tea and herbal tea

## REFRESHING BREAK

7.00\$ / pers.  
Served in your room

- Selection of fruit juices
- Soft drinks
- Mineral water
- Coffee, tea and herbal tea

## COFFEE BREAK

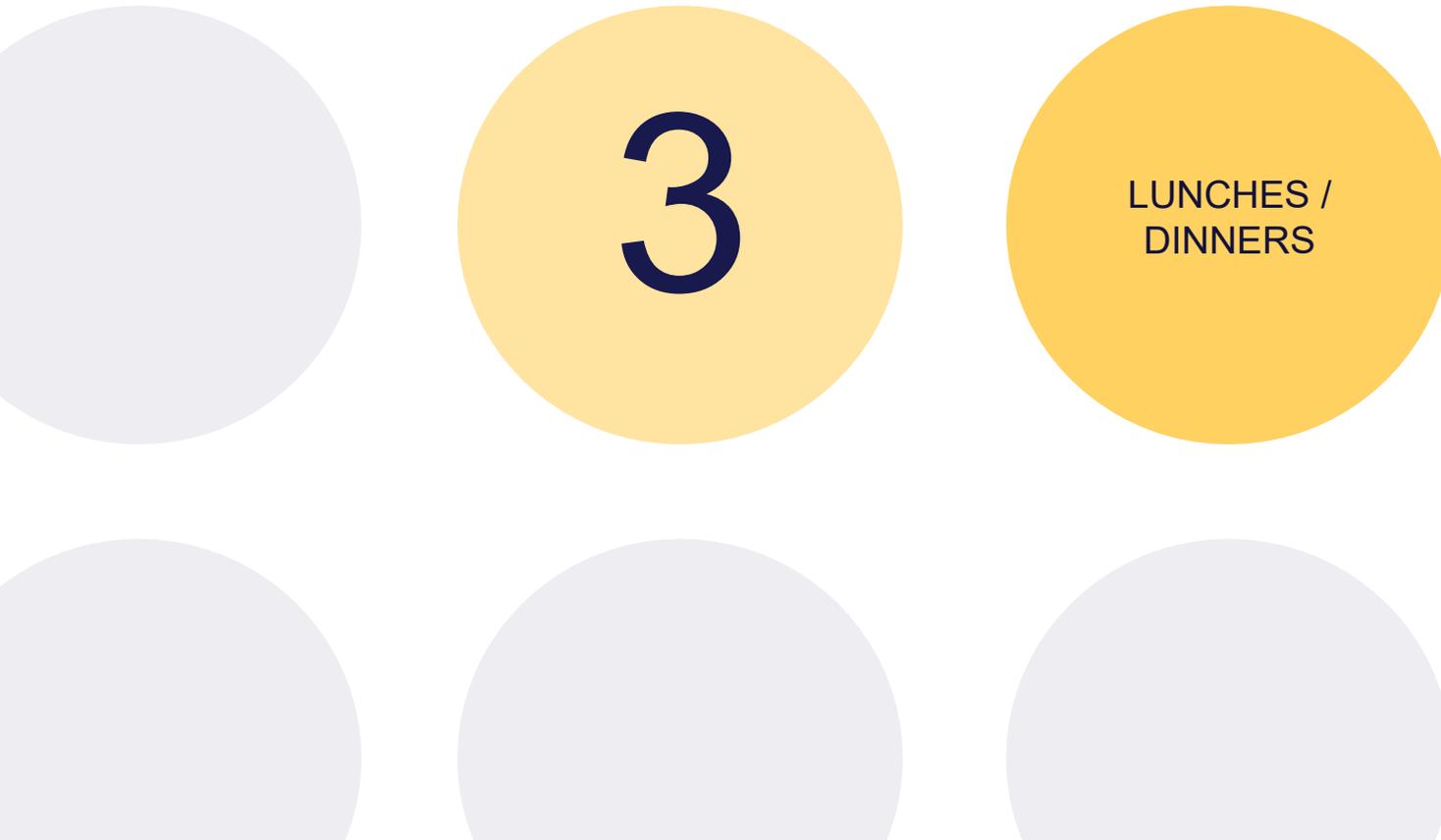
5.00\$ / pers.  
Served in your room

- Coffee,
- Tea
- Herbal tea

## A LA CARTE BREAK

Price / pers.  
Served in your room

- Coffee (30 cups) / 30.00\$
- Coffee, tea, herbal tea / 3.00\$
- Mineral water / 3.00\$
- Fruits juice/ 3.00\$
- Soft drink / 3.00\$
- Mini-viennoiseries / 3.00\$
- Cookies (3) / 4.00\$
- Fresh fruits / 3.00\$
- Smoothie of the day / 3.00\$
- Chips (home made) / 3.00\$
- Pop-Corn (butter and caramel) / 4.00\$
- Chocolate bar / 3.00\$
- Assorted candies / 4.00\$
- Muffin / 3.00\$
- Cheese and crackers (3 choices) / 5.00\$
- Apple turnovers (2) / 3.00\$
- Vegetables and dips / 5.00\$
- Dry fruits and nuts/ 7.00\$
- Assorted yogurts/ 3.00\$
- Migniardises (3) / 5.00\$



3

LUNCHES /  
DINNERS

## SANDWICH BUFFET

27.50\$ / pers.

Served in your room  
Minimum 10 people

- One green salad
- One mixed salad
- Two choices of sandwiches
- See choices on page 10
- Veggies and dip
- Mini dessert platter
- Soft drinks
- Coffee, tea and herbal tea

Add a  
homemade soup  
or a third  
sandwich choice  
for \$3 per  
person

### \* *Sandwiches selection:*

- Eggs sandwich on baguette or wrap
- Tuna salad sandwich on baguette or wrap
- Smoked turkey sandwich with Swiss cheese mayonnaise and lettuce on baguette
- Ham and Brie cheese Sandwich with mustard mayonnaise and lettuce on baguette
- Minced chicken Wrap, with mayonnaise lettuce and tomatoes
- Grilled vegetables Wrap with pesto

\* *Other variety of breads may be used when preparing the sandwiches.*

\* *Gluten free option is available upon request, a supplement may apply.*

## HOT BUFFET

**32.00\$ / pers.**

Served at the restaurant  
Minimum 25 people.

- Soup of the day (home made)
- Salad
- Two choices of salads (Chef's choice)
- Three choices of main course, (Chef's choice)
  - One choice of pasta
  - One choice of meat
  - One choice of fish or sea food
- Three garnishes, (Chef choice)
- Cold cut plater
- Cheese plater
- Assorted migniardises
- Soft drinks
- Coffee, tea and herbal tea

## TRIO EXPRESS

**25.00\$ / pers.**

Served in the restaurant

- Soup or salad
- Three main courses choices, of five Chef's choices
- Desert of the day
- Coffee, tea and herbal tea

## 3 COURSE PLATED MEAL

38.00\$ / pers.

Served in the restaurant or in  
the room Alsace  
Minimum 15 people

- Starter (three choices)
- Main course (three choices)
- Dessert
- One soft drink
- Coffee, tea and herbal tea

## LUNCH BOX\*

19.50\$ / pers.  
TO GO

- One sandwich
- See choices on page 10
- Once slice of cheese
- One fresh fruit
- One granola bar
- Desert
- One bottle of water

*\* Lunch boxes must be consumed outside of the hotel, within 4 hours of delivery to insure quality and freshness.*



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COCKTAILS AND  
RECEPTIONS

# HOMEMADE CANAPÉS

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**Leave it up to us,  
we'll surely  
amaze you !**

**CANAPÉS**

**36.00\$ /dozen**

**All our canapés are home-made, according to the chef's choice.**

**We serve them by the dozen, and can combine hot and cold options.**

**For your convenience, sweet canapés (dessert versions) are also available.**

**We invite you to share your special requests, as well as any food allergies or dietary restrictions.**

**Hot**

**Cold**

**Salty**

**Sweet**

# BAR PRICES

## BAR PRICES

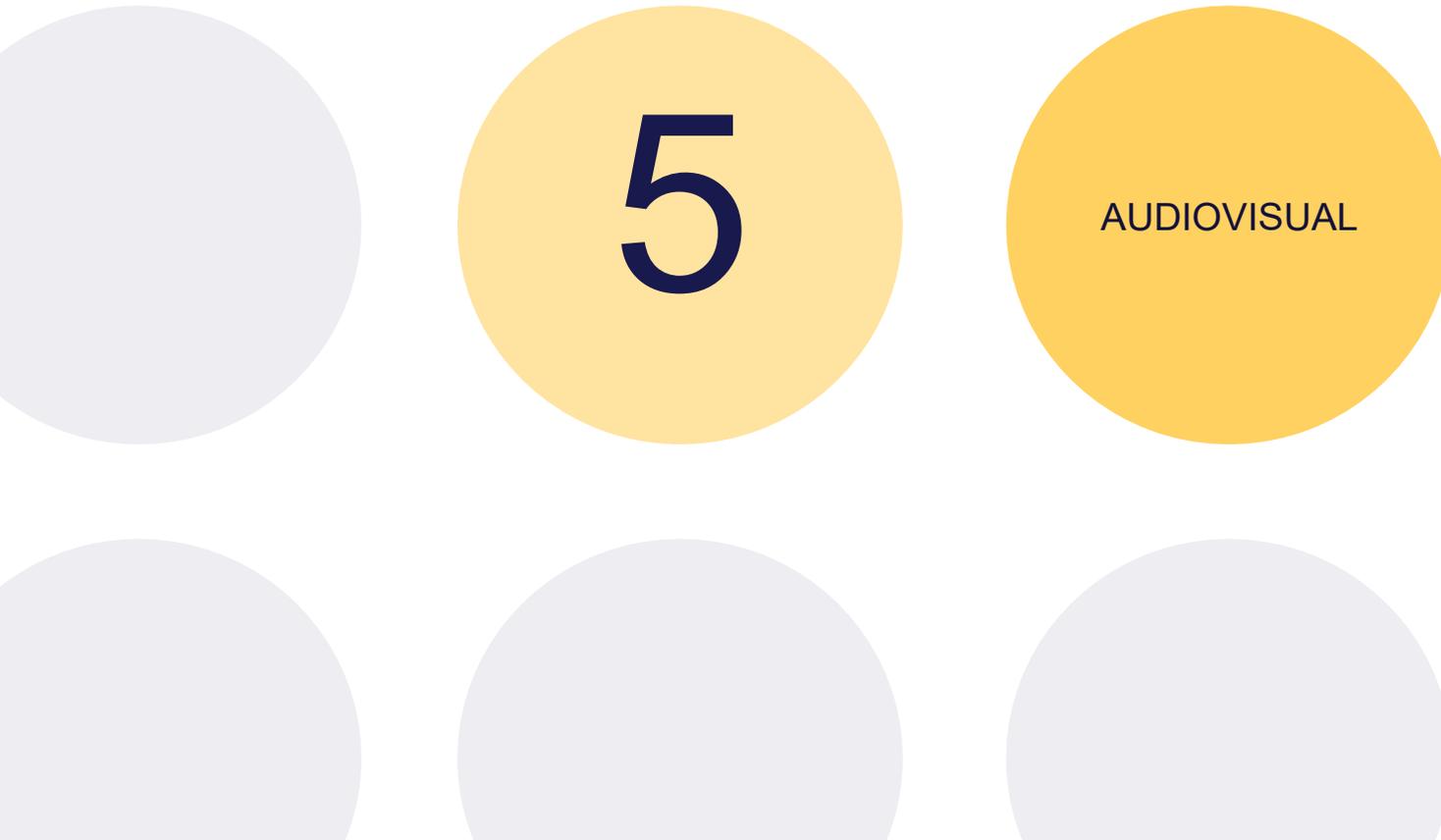
Per consumption,  
plus taxes et service

## CORKAGE FEE

Wine: 12\$ per bottle  
Champagne: 15\$ per bottle  
*plus taxes et services*

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Glass of house wine (white or red), 6 oz	8.00 \$
Local Beer (bottle)	8.00 \$
Imported Beer (bottle)	10,00 \$
Local Beer (on tap), Pint of 500ml	9.25 \$
Local Beer (on tap), Glass of 330ml	7.50 \$
Imported Beer (on tap), Pint of 500ml	9.75 \$
Imported Beer (on tap), Glass of 330ml	8.00 \$
Vodka Absolut + mixer	5.00 \$
Gin Beefeater + mixer	5.00 \$
Jack Daniel's + mixer	6.00 \$
Mineral water	2.50 \$
Soft drink	3.75 \$
Fruit juices	3.00 \$
Classic cocktail	11,00 \$
Premium cocktail	14,00 \$



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AUDIOVISUAL

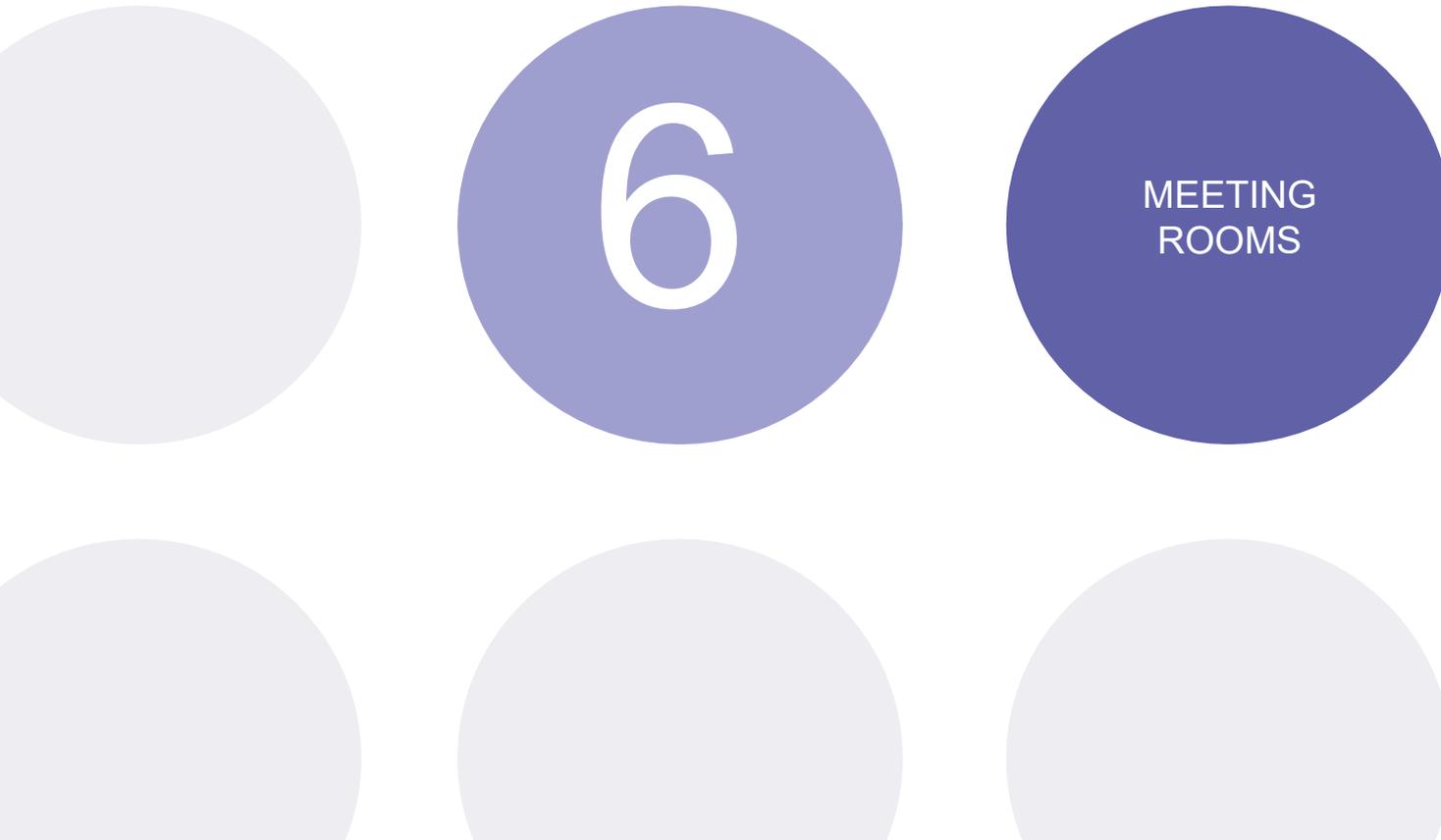
# AUDIOVISUAL

Extension cord	5.00	\$
Presenter remote (wireless)	30.00	\$
Flipchart on wheels	15.00	\$
Speakers for laptop	30.00	\$
Wireless microphone (available in Toscane and Alsace)	25.00	\$
Lapel microphone (available in Toscane and Alsace)	40.00	\$
LCD Projector	150.00	\$
Projection Screen	150.00	\$
Power Bar	5.00	\$
White board	35.00	\$
Speaker phone	65.00	\$
High speed internet (15 participants and more)	50.00	\$

All items must be returned to the Novotel Montreal Centre. Any unreturned items will result in a \$100 penalty, charged to the master account.

Under certain conditions, The Novotel Montreal Centre authorizes its clients to bring their own audiovisual equipment.

If you need more specific audiovisual equipment, our banquet coordinator can assist you with the collaboration of the audiovisual supplier of the hotel.

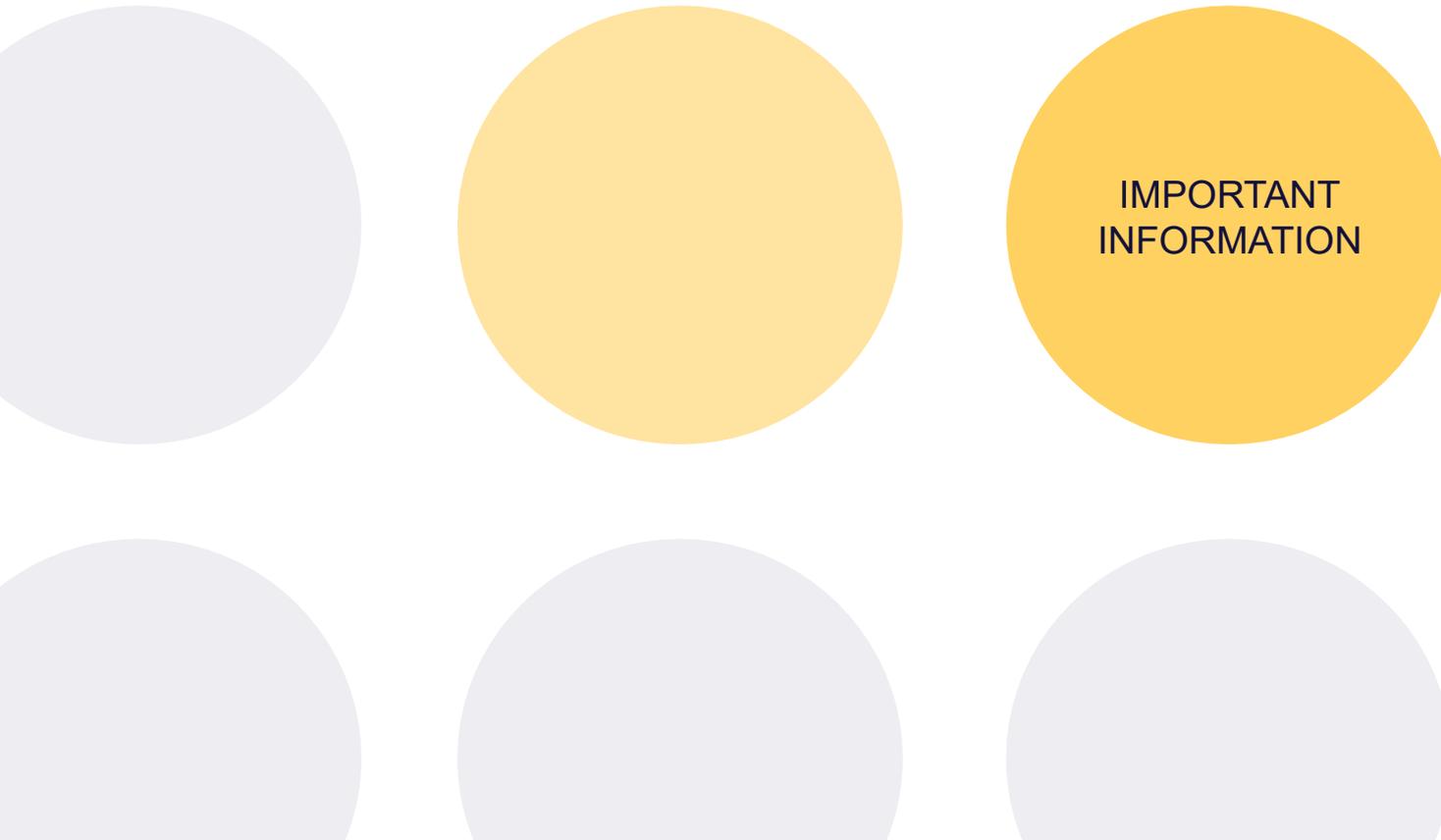


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MEETING  
ROOMS

# Meeting Room Capacity

Meeting rooms	Size	Area	Height	Theatre	Classroom	«U»	Boardroom	Half-round	Hollow Square	Cocktail	Banquet
<b>Conventional rooms</b>											
Alsace	15.2 m X 6.7 m (50' X 22')	102 m <sup>2</sup> (1100 sq <sup>2</sup> )	2.9 m (9.6')	100	64	40	32	40	42	120	70
Oxford-Cambridge	8.6 m X 5 m (28.5' X 16.7')	43 m <sup>2</sup> (474 sq <sup>2</sup> )	2.1 m (7.1')	30	20	20	18	18	20	40	24
Provence	5.7 m X 4.4m (18.8' X 14.7')	26 m <sup>2</sup> (276 sq <sup>2</sup> )	2.1 m (7.1')	---	---	---	8	---	---	---	---
Paris (Terrasse 19' X 24')	10.3 m X 7m (34' X 23')	72.6 m <sup>2</sup> (782 sq <sup>2</sup> )	2.1 m (7')	40	30	20	20	30	24	40	40
<b>Multimedia rooms</b>											
Algarve	7.3 m X 11.5 m (23.1' X 37.8')	84 m <sup>2</sup> (873 sq <sup>2</sup> )	3.1 m (10.2')	---	---	20	---	---	24	---	---
Picardie	7.3 m X 11.5 m (23.1' X 37.8')	84 m <sup>2</sup> (873 sq <sup>2</sup> )	3.1 m (10.2')	---	---	20	---	---	24	---	---
Toscane	7.4 m X 15.9 m (24.4' X 52.2')	118 m <sup>2</sup> (1274 sq <sup>2</sup> )	3.1 m (10.2')	---	---	30	---	---	34	---	---
Bavière	7.4 m X 8 m (24.4' X 26.4')	59 m <sup>2</sup> (644 sq <sup>2</sup> )	3.8 m (12.7')	---	---	15	---	---	19	---	---



IMPORTANT  
INFORMATION

# IMPORTANT INFORMATION

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- **SHIPPING**

If you would like to send boxes to the hotel containing material for your upcoming event, it is important to advise us in advance. All boxes should be addressed as follows:

NOVOTEL MONTRÉAL CENTRE  
1180, rue de la Montagne  
Montréal, Québec, Canada H3G 1Z1  
To the attention of Banquet Department

**NAME OF THE GROUP**  
**DATE(S) OF THE MEETING**  
**NAME OF THE MEETING ROOM**  
**NAME OF YOUR SALES MANAGER OR COORDINATOR**

We accept deliveries from 9 AM to 5 PM, Monday to Friday. Please note that a handling fees of \$2.00 per box will be charged if we receive more than 10 boxes (for example: 12 boxes = \$24.00). If the boxes are not properly identified as mentioned above, the hotel will not be held responsible for any loss.

# IMPORTANT INFORMATIONS

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## • MEETING ROOM

The hotel has the right to change the contracted meeting room(s). Any changes from the initial request may modify the room rental fees. A fee of \$100.00, plus taxes, will apply for any set-up changes requested less 48 hours prior to the event.

## • PRICING

All taxes plus a 15% service fee (10% service and 5% administrative fees) will be applied to all prices, including packages. The administration fees (5% plus taxes) are also applicable on meeting room rental and audiovisual.

The hotel has the right to modify the prices included in this document at any time without notice.

The prices are guaranteed for a thirty (30) day period from the contract date.

## • FOOD & BEVERAGE

The hotel does not authorize its clients to bring their own food or beverage in the meeting room or the restaurant (unless they have a valid alcohol permit where, corkage fees apply).

# IMPORTANT INFORMATIONS

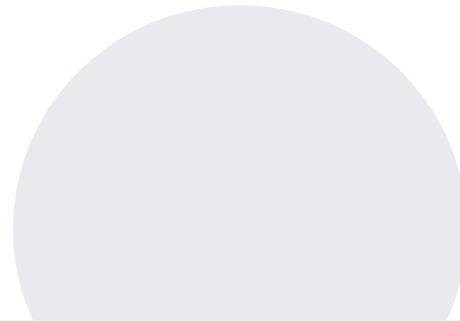
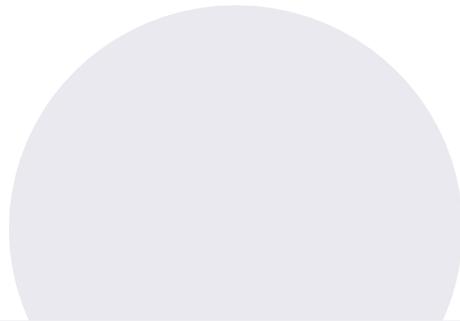
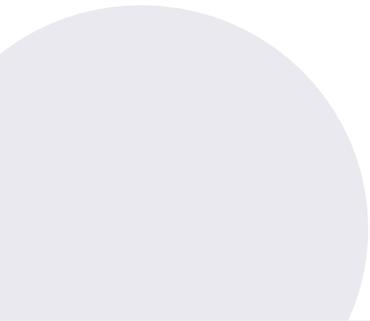
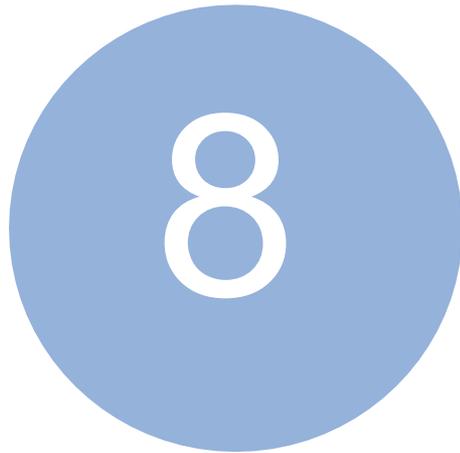
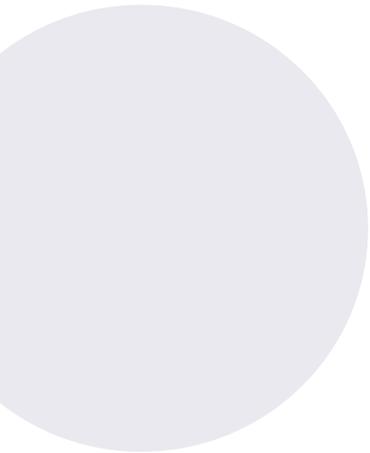
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## • COVID-19 REGULATIONS

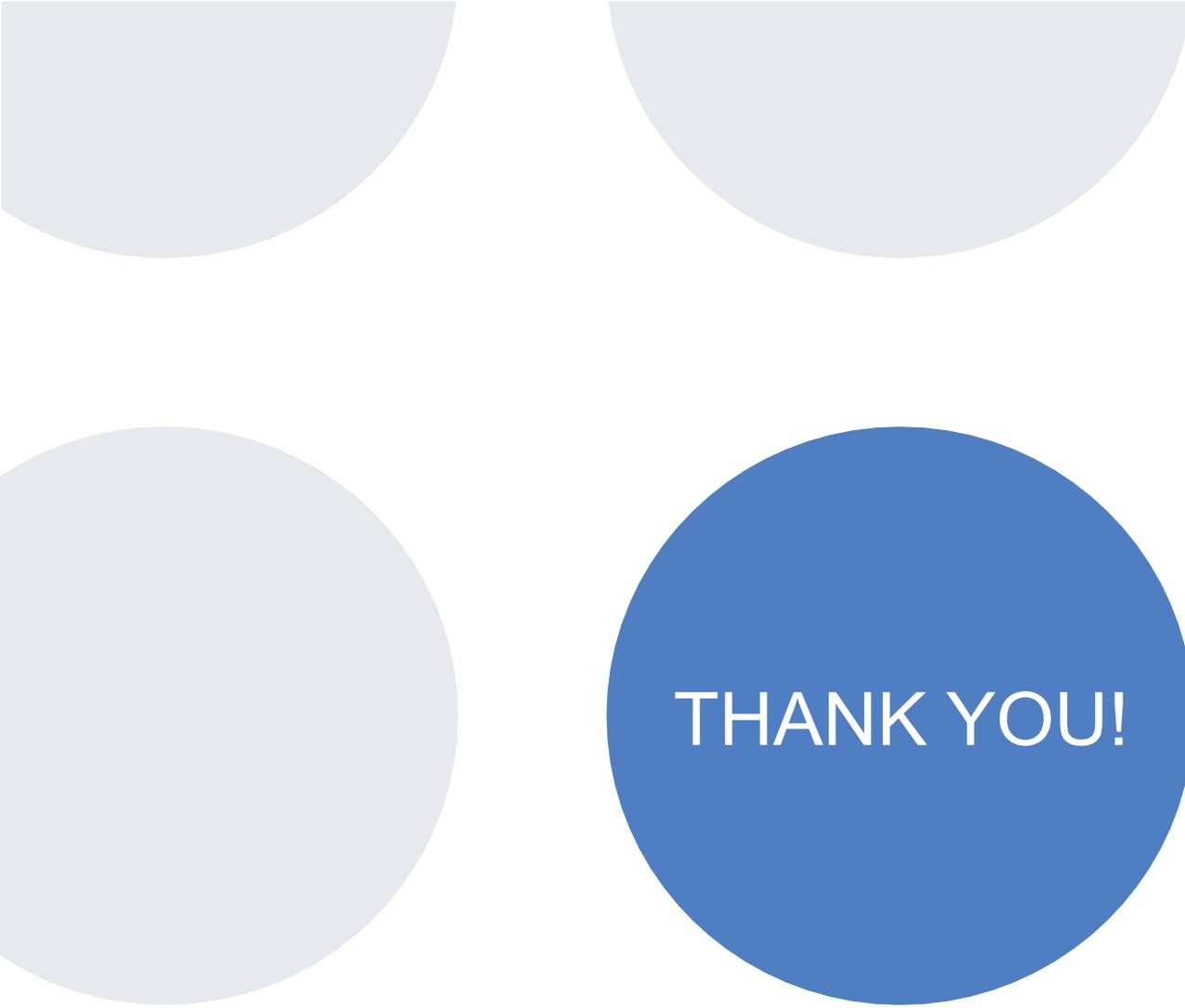
Novotel Montreal Center complies with the laws and regulations imposed by Public Health.

- Wearing a mask is required at all times, when traveling in public spaces or in a private room.
- The mask can be removed after participants are seated in their seats, remaining silent.
- One (1) meter distance between each participant is applied for each room setup.
- Hand disinfection is required upon entering the hotel. Disinfection stations are available at all times in the various public areas.
- A vaccination passport or QR code is required in order to participate in any social activity at the hotel.
- Professional activities such as training, conferences or meetings do not require a vaccination passport, however, the passport or QR code will be required at the entrance to the restaurant.
- A list of participants is required before each meeting or event. This must be provided to the coordinator 48 hours before arrival.
- Anyone showing symptoms of Covid-19 will be denied access to their event.

Important link: <https://www.congres.com/upload/2021-2022-covid/t-affaires-tableau-des-mesures-en-vigueur.pdf>



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THANK YOU!

