



EAGLE RANCH™

INVERMERE ★ B.C.



EAGLE RANCH RESORT WEDDING INFORMATION

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www.eagleranchresort.com



EAGLE RANCH™
INVERMERE • B.C.

Why Eagle Ranch Resort?

As you drive along the winding roads that lead to Eagle Ranch Resort, the breathtaking views of the Columbia Valley begin to unfold before your eyes. The ancient bluffs rise up on either side of the road, overlooking the mighty Columbia River and the majestic Purcell Mountain Ranges. This is where your fairy-tale wedding will take place.

Upon arrival at the resort, your guests will be greeted by the luxury accommodations at Headwaters Lodge. Spacious rooms and suites, luxurious amenities and unparalleled service await them. Guests will be able to indulge in the opulence of their surroundings and take in the spectacular views of the valley while they prepare to celebrate your union.

As the big day approaches, the resort's experienced event team will work closely with you to bring your dream wedding to life. Whether you envision a ceremony on the lush lawns with the natural beauty of the Columbia Valley as your backdrop, or a reception in the elegant Clubhouse, the team will ensure that every detail is taken care of. You'll have the peace of mind to relax and enjoy every moment of your special day.

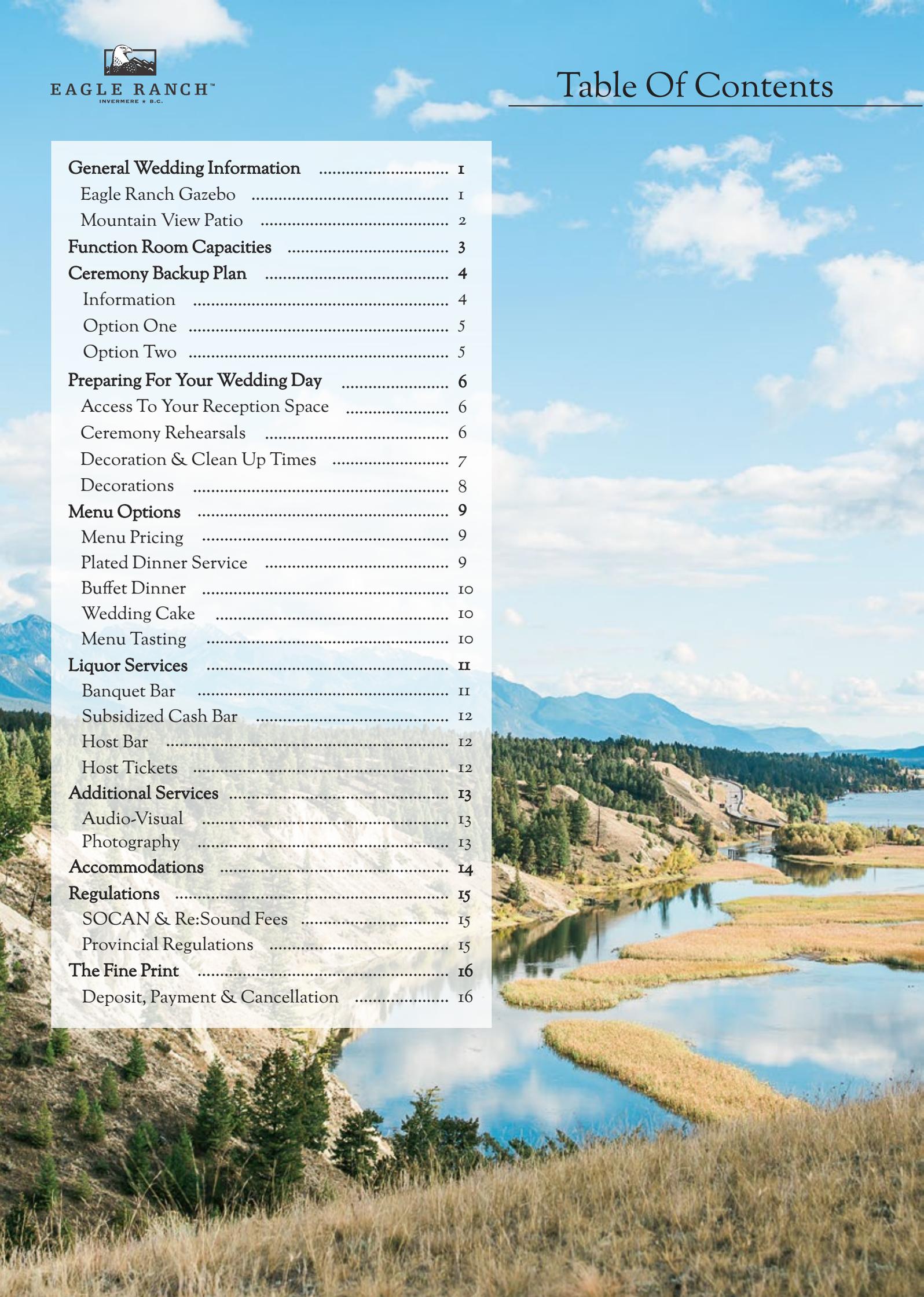
Under the direction of the resort's Executive Chef Ian Smith, your culinary experience will be elevated to new heights. Chef Smith's expertise and passion for gourmet cuisine ensures that your banquet will be nothing short of extraordinary. Each dish will be skillfully crafted, not only to please the palate, but also to delight the eyes with its presentation. Your guests will be wowed by the culinary masterpieces, making a truly unforgettable experience.

As the sun sets and the stars come out, you'll dance the night away on the terrace, surrounded by the natural beauty of the Columbia Valley and the laughter of your loved ones. It will be a day you'll never forget, as you and your partner start your new life together in this idyllic setting. Eagle Ranch Resort is more than a venue, it's a fairytale come true.





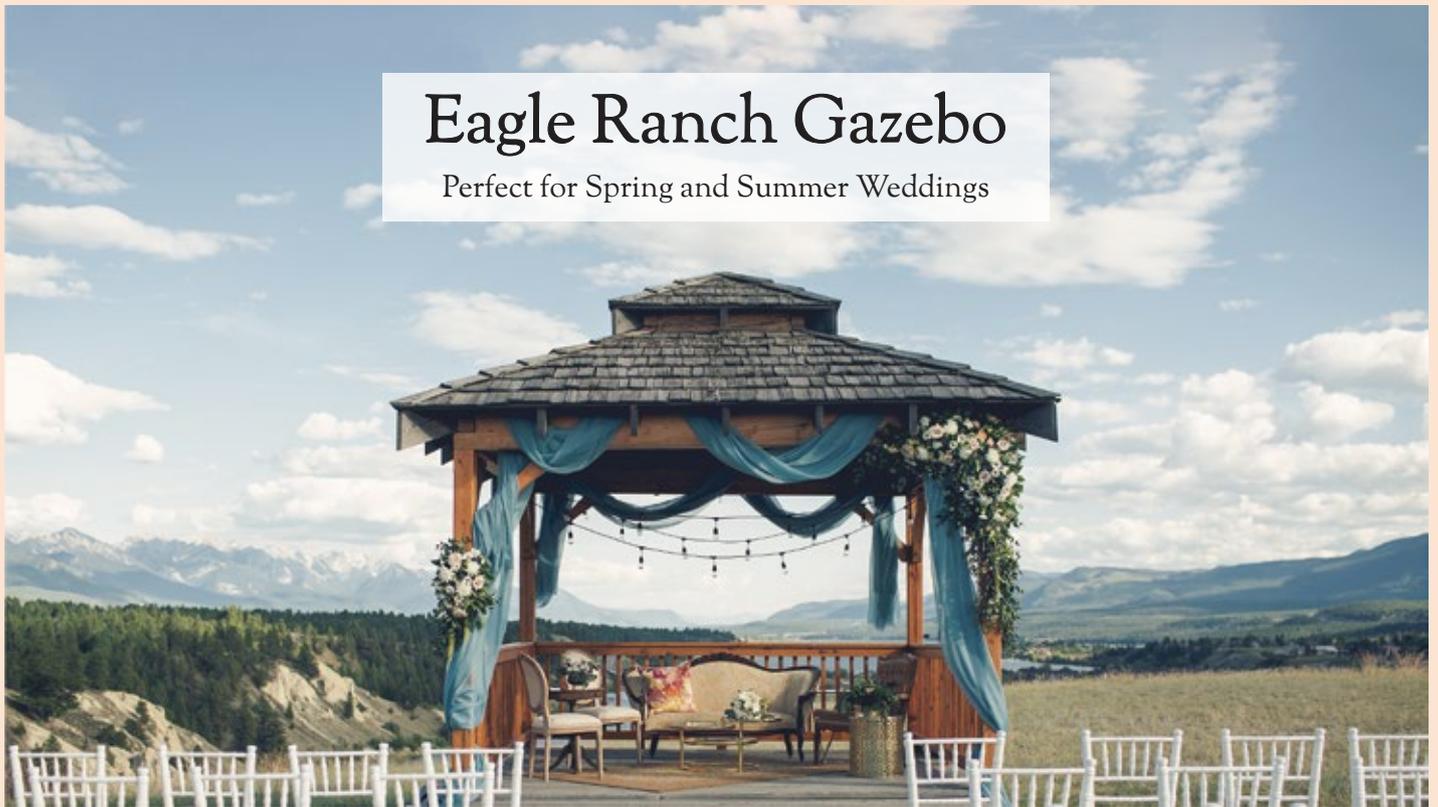
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General Wedding Information

Outdoor Ceremony Locations

Eagle Ranch Resort offers two spectacular venues for seasonal outdoor wedding ceremonies.



Eagle Ranch Gazebo

Perfect for Spring and Summer Weddings

Perform your vows at the Eagle Ranch Gazebo, in front of the valley and mountain backdrop. Use of The Eagle Ranch Gazebo is available from mid-April through October 15 (weather dependent). Ceremony time options are 1:30 p.m. or 4:00 p.m.

The Gazebo can accommodate up to 150 wedding guests and is perfect for spring and summer weddings. (weather dependent).

Couples can reserve the Eagle Ranch Gazebo for a maximum of four hours to allow for set up, guest arrival, ceremony time (approximately 30 minutes), mingling and pictures (1 ½ hours).

Eagle Ranch Gazebo Personalizations

Ceremony Music:

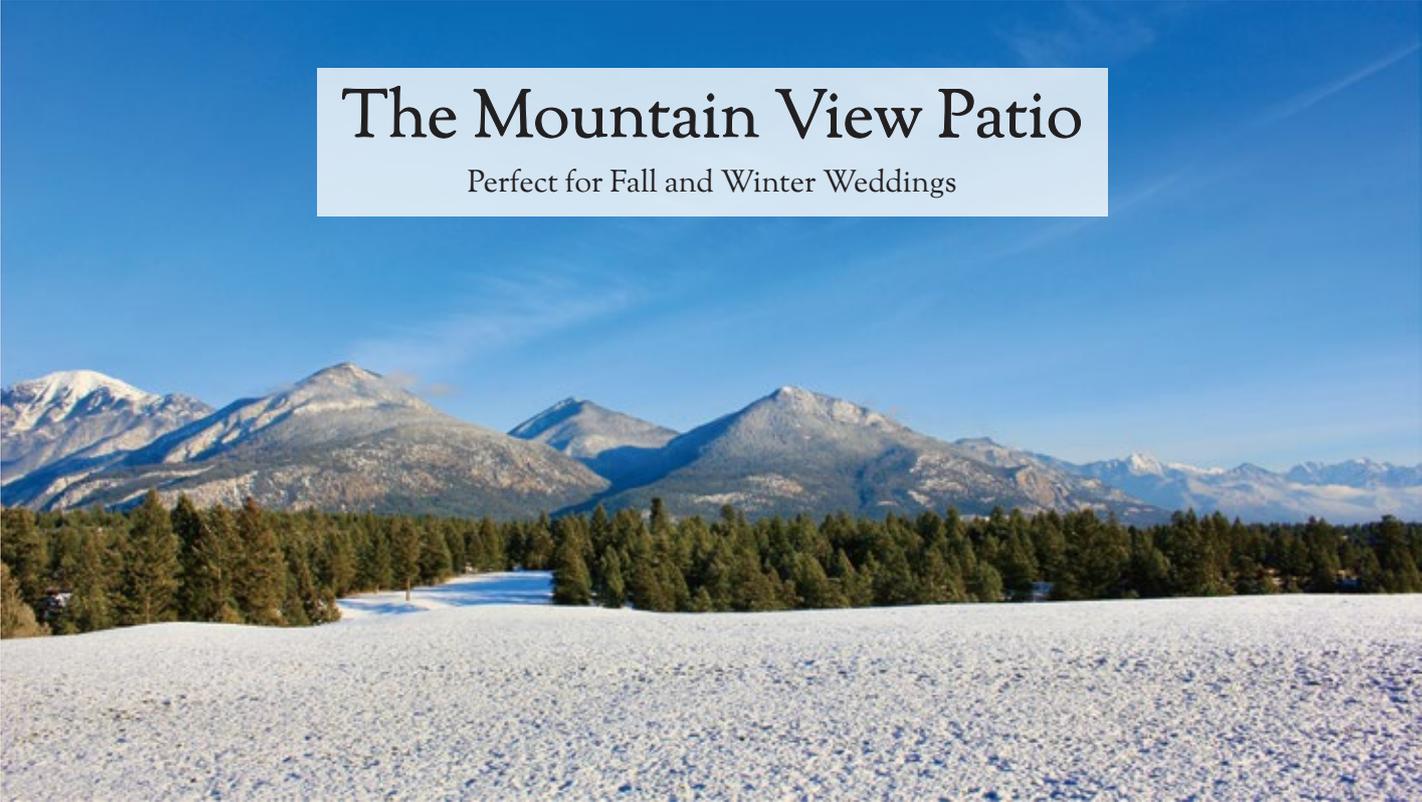
One standard power source is available, should couples wish to arrange background music during all or part of their ceremony. Live acoustic music (harpist, string quartet, etc) can be accommodated on request.

Additional Decorative Accents:

Please note that Eagle Ranch does not allow the use of artificial flower petals, confetti, glitter, candle wax, hay bales or rice, etc. Use of real flower petals is permitted with prior notice to your Eagle Ranch Events Manager. A cleanup fee may be added to your final invoice to cover any cleaning costs arising from the use of flower petals.

Included Reception Locations:

Each outdoor ceremony is followed by an included reception in one of our distinguished venues. The options available to you include the marquee tent at Eagle Ranch, the Club House, or Rustica. Each location boasts its own unique characteristics and amenities and our dedicated events team will be happy to provide further information and assist with your selection.



The Mountain View Patio

Perfect for Fall and Winter Weddings

The Mountain View Patio overlooks the iconic snow-covered Purcell mountain range, providing the ideal outdoor setting for fall and winter ceremonies. Available for use from October 15 through mid April (weather dependent), for seating of up to 100 wedding guests.

Couples can reserve the Mountain View Patio for a maximum of four hours to allow for set up, guest arrival, ceremony time (approximately 30 minutes), mingling and pictures (1 ½ hours).

Mountain View Patio Personalizations

Ceremony Music:

One standard power source is available, should couples wish to arrange background music during all or part of their ceremony. Live acoustic music (harpist, string quartet, etc) can be accommodated on request.

Additional Decorative Accents:

Please note that Eagle Ranch does not allow the use of artificial flower petals, confetti, glitter, candle wax, hay bales or rice, etc. Use of real flower petals is permitted with prior notice to your Eagle Ranch Events Manager. A cleanup fee may be added to your final invoice to cover any cleaning costs arising from the use of flower petals.

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Function Room Capacities

Eagle Ranch Resort has three options available for wedding functions: Rustica, The Clubhouse, and The Eagle Ranch Marquee Tent. All can be configured with theatre style seating for ceremonies and table seating for receptions. Room sizes and maximum capacities are shown in the table below. Actual capacity will be dependent on the table arrangement selected and other set-up requirements you may have.

	<u>CLUB HOUSE</u>	<u>RUSTICA</u>	<u>MARQUEE TENT</u>
Venue			
Dimensions	88' x 38'	30' x 31'	40' x 60'
Size (sq.ft)	3344	930	
Ceiling Clearance	10' 11"	9' 5"	9' 5"
Set With Eagle Ranch Long Tables Only	100 ppl	50 ppl	n/a
Set For Cocktail Reception	150 ppl	50 ppl	200 ppl
Set Ceremony/Theatre Style	150 ppl	50 ppl	150 ppl

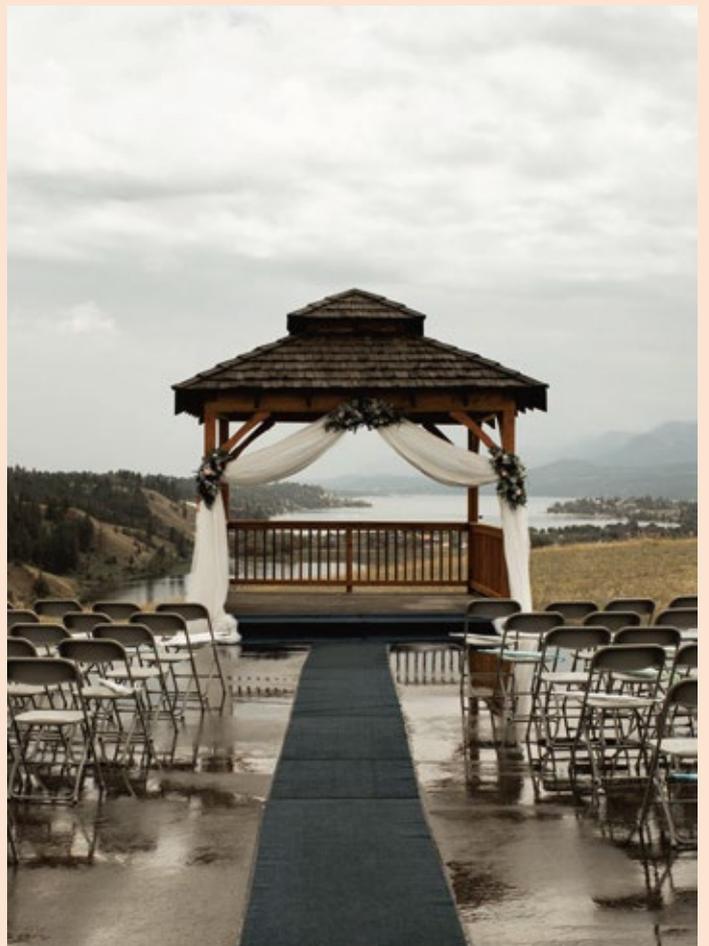
- ✦ The Eagle Ranch Marquee Tent reception setup includes: 5.5 foot round guest tables (seats up to 10 people per table), banquet chairs, white china, glassware, silverware, and standard white or black linen tablecloths and napkins.
- ✦ Rustica and The Eagle Ranch Clubhouse reception setup includes: restaurant long and square tables (which allow for a variety of set up options) dining room chairs, white china, glassware, silverware, and standard white or black linen tablecloths and napkins.
- ✦ Your reception head table can be set either traditional long, King Edward style, round (5.5 foot) or sweetheart (couples table).
- ✦ All reception venues include gift and guest book table, candy bar, cake table, easel for seating chart, and a dance area (Rustica and Clubhouse) or dance floor (marquee tent).
- ✦ If you wish to set all long tables for your event of 80 guests or more, you are welcome to rent long tables from a third party vendor.



As fortunate as we are at Eagle Ranch to be located in the Columbia Valley, its beauty does come at a small weather cost. Valley weather can be unpredictable, extreme, and can quickly change.

Due to the unpredictability of our weather, it is mandatory that couples planning an outdoor ceremony also include a back-up plan for an indoor ceremony in case of snow or rain on their special day.

Eagle Ranch can arrange for your ceremony to be held indoors and we offer two indoor ceremony options.



Option One:

Indoor Ceremony Held in Your Reception Room.

If you would like to choose this option, we require 24 hours' notice before your wedding day as well as an additional \$2000 service charge to have your reception space's seating changed from theatre style for the ceremony to table-seating for the reception. To reconfigure the room for dinner after the ceremony, we require three hours, during this time access to the room is limited to Eagle Ranch employees. It is the responsibility of the client to place and arrange all decorations (cake, centrepieces, etc.) in the room after it is set for dinner.



Option Two:

**Indoor Ceremony Held in Your Reception Room,
Set "As Is" For Dinner.**

During your ceremony guests would be seated at their tables with the same configuration as for your reception. We require 30 minutes notice before the ceremony for this option, however there is no additional cost as there is no reconfiguration time required.



Access to Your Reception Space

Banquet room access is guaranteed for decorating by 9:00 a.m. on the day of the event. Should you wish the room be available earlier for decorating, e.g. the day before your wedding, please speak with your Eagle Ranch contact about possible availability, this cannot be confirmed any earlier than 45 days out from your wedding day. If the reception room is to be set theatre style for the ceremony, we require 24 hours' notice before the wedding or 48 hours notice if you are granted early room set up (e.g. the day before wedding to decorate). Reception rooms will not be re-configured twice in one day.



Ceremony Rehearsals

Rehearsal ceremonies can be booked the day or two before your wedding. The exact venue and times cannot be confirmed any earlier than 45 days out from your wedding day due to other events taking place on the resort. It is the couples' responsibility to arrange this with their musicians, wedding planner and/or marriage commissioner. Our events team do not conduct rehearsals.



Decoration and Clean Up Times

Scheduled start and end times of all functions are to be strictly observed. Your ceremony space is available for the time block reserved. If you require earlier access, please speak to your Eagle Ranch contact and arrangements can be made if possible. The banquet room is booked until 2:00 a.m. the night of the wedding. Last call is 12:30 a.m., the bar closes at 1:00 a.m. and guests are required to vacate by 1:30 a.m. Any hired entertainment (ex., DJs, musicians, bands, etc.) are to finish by 1:00 a.m. A copy of the entertainment contract is required in advance of the wedding day. Any vendors or your assigned clean up team that are tearing down will have access to do so until 2:00 a.m.



All décor items and all items that the client has brought to the resort must be removed from the reception space by 2:00 a.m. If you are renting items such as chairs that a rental company is delivering and picking up, you must arrange delivery no earlier than 9:00 a.m. the day of your wedding. Eagle Ranch staff does not handle, set up or tear down of rental chairs. All rental chairs must be picked up by 9:00 a.m. the day after your wedding. Rental chairs must be stacked and moved to the door nearest the loading bay in the reception room the night of the wedding before 2:00 a.m. to allow Eagle Ranch staff to clean the space and reset the room.



Decorations

We do not permit anything to be nailed, affixed, posted or otherwise attached to our walls, ceilings, beams or light fixtures. Only pre-authorized signage, promotional material, etc. will be allowed on any walls. Communication of the above requirements to the wedding guests, wedding planners and decorators for your wedding is the couples responsibility. Decorations including centrepieces, the guest book and pen, wedding cake, cake knife, table menus, place cards, as well as any flower arrangements, are the responsibility of the couple to organize. Candles are permitted with the understanding that there will be a base to catch any dripping wax. All candles must be placed at table height (not on the floor). Candles are permitted on the fireplace mantel but must be either fully enclosed or LED candles. Use of artificial flower petals, confetti, glitter, candle wax, hay bales, or rice of any kind is strictly prohibited. Please inquire with your events manager on the use of real flower petals.



Menu Pricing

At Eagle Ranch Resort, we take great pride in our reputation for exceptional dining, showcasing the freshest local ingredients expertly prepared by our highly skilled culinary team led by Executive Chef Ian Smith. Whether you choose a plated or buffet dinner service, rest assured that your menu will be tailored to your preferences and dietary constraints, ensuring a truly personalized and unforgettable dining experience.

Our menus and prices are guaranteed 90 days prior to the event, allowing ample time for you to make your selections with the utmost care and consideration. To ensure the seamless execution of your culinary vision, final guarantees for menu options, including all allergies and special requests, must be submitted 7 days in advance of the event.

Please note that any last-minute changes or requests may be subject to a surcharge, given the challenges of the supply chain.

As the Columbia Valley stands as a timeless witness to your union, allow Eagle Ranch Resort to add to the elegance of your special day with our unparalleled culinary offerings.



Plated Dinner Service

Our carefully crafted plated dinner selections provide a sophisticated dining experience for you and your guests. Should you wish to make any substitutions or upgrades to your plated dinner selection, our events team would be delighted to provide you with pricing information upon request. We also understand that some guests may have dietary restrictions, and our kitchen team is more than happy to accommodate with specialized meal alternatives. Many of our plated meal items are gluten-free or can be made gluten-free with the flexibility to cater to other dietary restrictions upon request.

All plated service meals have a three-course minimum, with a maximum of three main course offerings for your guests, including a vegetarian or vegan option. If you wish to offer a choice of main for your plated dinner (e.g. beef or chicken), the choices should be included on your invitations, as guests will need to choose in advance. Assigned tables and seats are required for all plated service meals along with named place cards to designate the selection of entree.

*Only available in Rustica (year round) and Clubhouse (off season) for wedding receptions.





Buffet Dinner

Our buffet dinner selections are thoughtfully curated to provide a comprehensive dining experience for weddings of 50 guests or more. With the goal of providing all guests the opportunity to fully indulge in the culinary offerings of our buffet menus, Eagle Ranch Resort allows for a 5% overage in food consumption. Any leftover food after the event will be the property of Eagle Ranch Resort. If you wish to make any substitutions or upgrades to your buffet, our event team would be happy to provide you with pricing information upon request.

*Buffet dinners are available in all reception venues.

Wedding Cakes/Cupcakes

Wedding cakes, cupcakes and candy favours may be brought in and served at the reception. All cake, cupcakes, candy bar favours etc. are the responsibility of the couple. Eagle Ranch accepts no liability for damage, set-up, storage, care, or repair of wedding cakes, cupcakes or favours. There is no additional cost to bring a wedding cake or cupcakes.

Our culinary team will cut and platter your cake for guest self-service at no additional charge. If you would like your cake cut and individually plated for table service, an additional charge of \$4.00 per person, plus service charge and GST will be applied.



Wedding Menu Tasting Information

Eagle Ranch Resort is pleased to offer menu tastings for our plated and buffet dinner options for all couples who have a signed contract and paid their deposit. These tastings provide an opportunity for you to sample and select the dishes for your special day and are available only from October to May on specific dates as determined by our Executive Chef. As a complimentary service, we invite the couple to partake in a tasting. Additional guests who wish to attend will be required to pay the cost of the meal as per current menu pricing. Eagle Ranch has a variety of wine available for purchase to accompany your tasting meal and the Eagle Ranch events team can provide expert assistance with your wine selection. Note that only select wines are available by the glass.



Banquet Bar Information

Eagle Ranch Resort is pleased to offer a large selection of signature drinks, cocktails, beers, and premium top-shelf liquors; and are happy to customize drink offerings to fit with your special day. Eagle Ranch offers couples the choice of a subsidized bar, host bar/ guest paid bar or host tickets. Each option offers flexibility to customize your liquor service offering, and our events team will ensure your specific needs are met and follow the necessary regulations.

As a licensed establishment, Eagle Ranch reserves the right to control the consumption of alcoholic beverages within the facility and on the premises, as it is our responsibility to provide a safe public space for all guests. Eagle Ranch and events held at Eagle Ranch Resort are subject to all applicable LCRB regulations.

In particular, please note:

- ✦ All alcohol must be purchased from Eagle Ranch Resort, with the exception of bottles of wine. Should you wish to supply your own wine, a \$38 per bottle corkage fee will apply. Please give prior notice to Eagle Ranch Resort
- ✦ No unapproved liquor may be brought onto the premises or any facility of Eagle Ranch Resort.
- ✦ All spirits are a one-ounce pour.
- ✦ Eagle Ranch Resort does not serve shots or doubles unless permitted by the couple.
- ✦ A maximum of two drinks will be served per guest per trip to the bar.

Liquor Services

For all bar service options, Eagle Ranch Resort provides the liquor, ice, glassware, mixes, and bartender service. Liquor service costs are estimated in advance of your wedding and are pre-paid as part of the deposit schedule.



Subsidized Bar

With a subsidized bar, the wedding couple determines one pre-set price guests will pay for any type of alcoholic beverage (from \$1 to a maximum of \$5 per drink).

Guests pay the pre-set amount to the bartender with each drink order. The wedding couple is then responsible for payment of the difference between the pre-set drink price and its menu price as well as payment of gratuity and tax.

Costs for subsidized bars are estimated in advance of the wedding and pre-paid as part of the deposit schedule.

Host Bar

With a hosted bar, the wedding couple covers all bar costs. Billing is calculated on the total consumption of all alcohol, plus gratuity and tax and included on the final bill. Host bar costs are estimated in advance of the wedding and pre-paid as part of the deposit.

A split between hosted and subsidized bars may be arranged. For example, some couples host a cocktail hour bar and then subsidize the bar costs for the dinner and dance. Eagle Ranch requires a minimum of 30 minutes to finalize hosted bar costs before switching to a subsidized bar.



Guest Paid Bar

With a guest paid bar, guests will pay for their drink plus service charge and tax. Guests pay the cash/card amount to the bartender and no drinks are charged to the master account.

Host Tickets

Host tickets are also available. Under this option, ticket values and quantities are pre-established with the couple. The tickets are collected with drink orders and the difference between the value of the ticket and the actual menu price of the drink is charged to the master account along with gratuity and tax. Tickets will be estimated in advance of the wedding and are to be pre-paid as part of your deposit schedule.

Audio-Visual

Rustica and Eagle Ranch's Mountain View Patio are equipped with a podium and microphone. Eagle Ranch has a limited supply of other audio-visual equipment (wall-mounted projectors and projector screens, TV's, speakers and microphones) that may be arranged in advance of your wedding, subject to availability, for an additional cost. Please speak to your events manager to discuss the available options.



Photography

Eagle Ranch Resort abounds in stunning outdoor backdrops for your wedding photography. The Gazebo and Mountain View Patio make for exquisite photo settings, other Eagle Ranch locations may be staged for photos, provided they are not on the golf course and do not interfere with play or guest dining experiences. Other beautiful locations in the Invermere area are available for photography, please discuss these with your photographer. The couple will be responsible for any transportation required to and from the photo shoot. Golf carts are not available for wedding use. Please speak with your events manager for more information about photography locations for summer and winter.



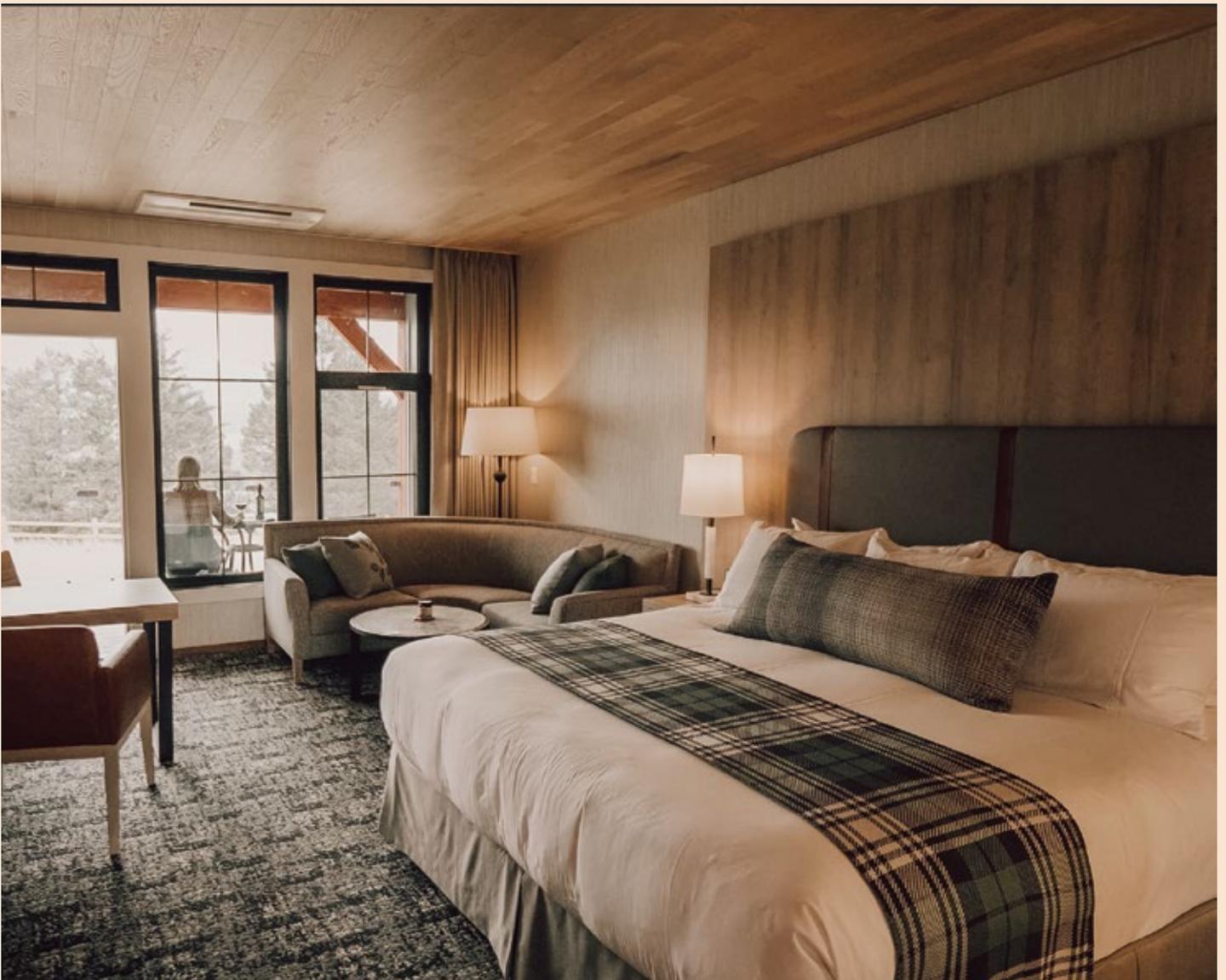
Headwaters Lodge at Eagle Ranch Resort

Your special day deserves a special setting, and what could be more romantic and exclusive than Headwaters Lodge at Eagle Ranch Resort? Nestled amidst the picturesque beauty of British Columbia's Columbia Valley, the Lodge offers breathtaking views of the Columbia River and the majestic Purcell Mountain Ranges, providing the perfect backdrop for your wedding.

Headwaters' Superior 2 Queen Guestroom's and Superior King Guestroom's, located in the newly constructed Forester Lodge, offer the epitome of elegance and comfort for you and your guests. Guests are greeted with the opulence of a his and her marble vanity, a stand-alone large soaker tub, and a rainfall shower, all adorned with Peacock Alley towels, fluffy robes, and slippers, as well as Rocky Mountain Soap Co amenities.

Sink into the sumptuous comfort of a BeautyRest pillowtop bed, swathed in the finest Rivolta Carmignani 100% mercerized Italian cotton sheets, and indulge in the unparalleled luxury of our guestrooms, each measuring approximately 588 square feet and featuring, an in-room safe, mini fridge, coffee maker, 55-inch TV, state-of-the-art keyless entry, and a designed for comfort desk and couch.

All of our guestroom boast their own private balcony with unparalleled, unobstructed views of the Purcell Mountain Range and Columbia River Valley, making it the ideal setting for a wedding weekend. With twenty rooms and two separate lodge wings, Headwaters Lodge offers an experience of elite exclusivity, catering to the discerning traveler seeking the ultimate in luxury and refinement.



SOCAN & Re:Sound Fees

If music is to be performed or played, a performing right license is required by federal law when renting a facility for a private function.

This license fee is remitted to the Society of Composers, Authors and Music Publishers of Canada (SOCAN) as well as the Canadian Not-For-Profit Music Licensing Company (Re:Sound).

Performing rights license fees are approved by the Copyright Board.

Current (2023) fees are as follows:

Current SOCAN Rates:

Events with dancing
\$63.49

Events without dancing
\$31.72

Current Re: Sound Rates:

Events with dancing
\$26.63

Events without dancing
\$13.30

SOCAN AND Re:Sound Rates are subject to change as the Copyright Board sees fit.



Local & Provincial Health Regulations

Eagle Ranch Resort reserves the right to inspect and control all functions held on the premises. All municipal, provincial and federal laws governing the sale, purchase, serving and consumption of food and alcoholic beverages, use of tobacco products and any other legislated products will be strictly enforced.

Eagle Ranch Resort is a smoke-free facility. Smoking of tobacco is permitted outside of the facility in designated smoking areas only. Municipal bylaws restrict anyone from smoking or vaping cannabis in public within the Town of Invermere.

All food and beverages except wedding cakes, cupcakes, candy bars, and approved wine with paid corkage fee must be catered by Eagle Ranch in accordance with local and provincial health regulations.

Eagle Ranch Resort requires all weddings and events with liquor service purchase liquor liability insurance with minimum two million dollars liability. Eagle Ranch Resort must be listed as third party insured.



You may purchase policies through a provider of your choice or here are two companies we recommend:

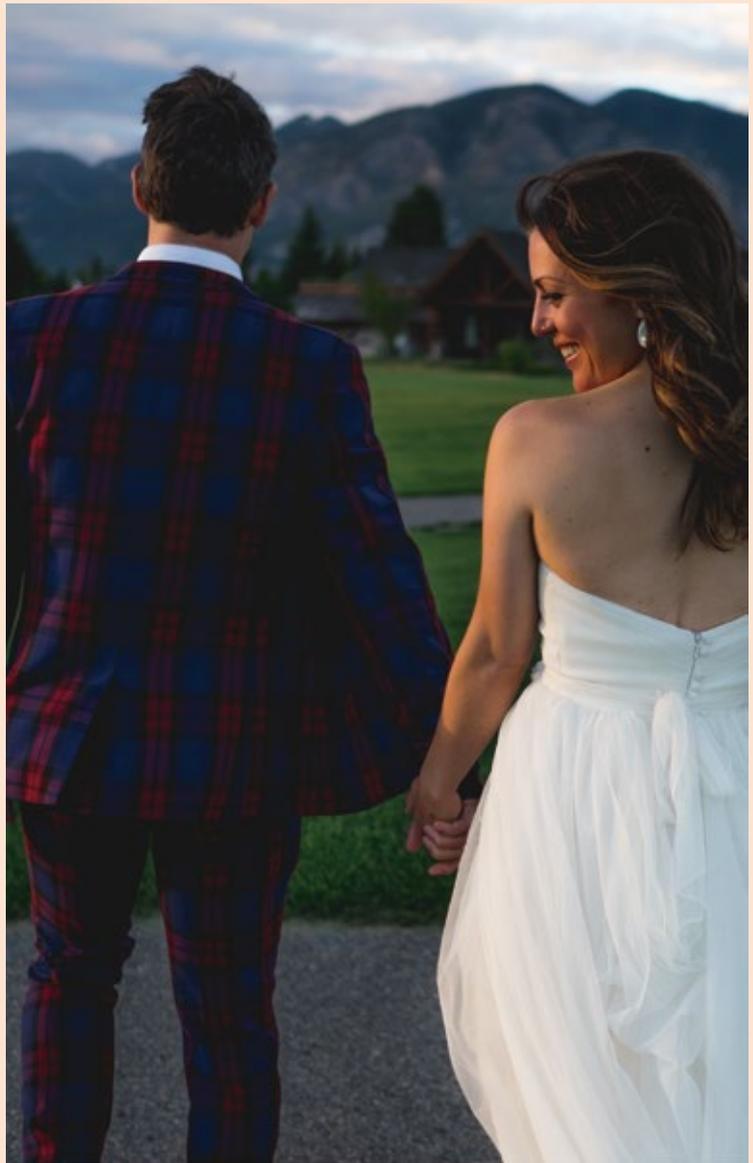
<http://www.ligroup.ca/commercial/liquor-liability/>

or

<https://www.palcanada.com/en/party-alcohol-liability/>

Deposit, Payment & Cancellation

- ✦ Eagle Ranch Resort requires a valid credit card on file to guarantee your booking. Eagle Ranch Resort will accept credit cards, cheques, e-transfers and bank drafts as forms of payment.
- ✦ A non-refundable deposit is required to guarantee your booking. The deposit amount is equivalent to the room rental rate.
- ✦ Six months before the wedding: 50% of your food and beverage minimum, along with your room rental fee(s) with 5% GST, 7% PST (only for room rental), plus an 18% service charge on all food and beverage, as well as 5% GST are due (less your deposit).
- ✦ 90 days before your wedding: 50% of your food and beverage minimum, along with your room rental fee(s) with 5% GST, 7% PST (only for room rental), plus an 18% service charge on all food and beverage, as well as 5% GST are due (less your deposits).
- ✦ In the event of non-payment Eagle Ranch Resort reserves the right to cancel the event. There will be no refund of previous deposits paid.
- ✦ 21 days before your wedding: the remaining estimated total, based on actual food and beverage choices, including projected bar revenues plus an 18% service charge, GST, and 10% Liquor Tax are due (less your first three deposit amounts). Please note that this amount is only an estimate based on the information you have provided to Eagle Ranch Resort. Payment of this deposit is based on the estimate created by your event manager.
- ✦ Final attendance guarantees are required 7 days in advance of the event. Food and beverage provision will be made for 5% over and above the final guarantee, however, final charges will be based on the actual number attending or the final guarantee, whichever is greater. Note that last minute changes (within 7 days) and/or additional requests are subject to availability and a surcharge.
- ✦ Couples are responsible for paying all projected bar revenues including any subsidized cash bar contributions and 10% liquor tax 21 days prior to the wedding.
- ✦ Any cash collected from liquor sales on the event date will be applied to the master account invoice.
- ✦ Our function space is licensed to serve alcohol until 1:00 a.m. with last call at 12:30 a.m. Any hired entertainment (i.e., DJ, band, etc.) are to finish by 1:00 a.m. The function space is to be vacated by guests by 1:30 a.m.
- ✦ Within 30 days following your event, you will receive the finalized invoice for your event. If there is an outstanding balance from the event; it is due within 30 days of receipt of the invoice. If you are owed a credit, Eagle Ranch Resort will issue the refund to the credit card on file or by cheque upon request.
- ✦ All deposits are non-refundable. If you wish to cancel your wedding, all deposits paid will be forfeited.



January 2023



EAGLE RANCH™

INVERMERE ★ B.C.

Please Contact Us If You Have Any Questions!

Eagle Ranch Sales & Events Team

Phone: 250.342.0562 weddings@eagleranchresort.com

Photography Courtesy Of:

Carey Nash Photography
Kyla Jayne Photography
Northern Pixel Photography
Pauline Yu Photography
Red Bloom Photography
Willow and Wolf Photography

