

# EVENTS WITH MDS GROUP & THE MANITOBA HYDRO

## GALLERY

### WHATS INCLUDED:

- ♥ SET UP / TEAR DOWN
- ♥ TABLES
- ♥ CHAIRS
- ♥ COCKTAIL TABLES
- ♥ MICROPHONE
- ♥ TABLES AND CHAIRS
- ♥ CUTLERY/GLASSWARE/DISHWARE
- ♥ BARTENDERS
- ♥ CATERING STAFF

### EVENT POLICIES

<u>ROOM</u>	<u>GUEST COUNT</u>	<u>ROOM FEE</u>
Hydro Gallery	100 people Minimum 300 seated Maximum 350 standing Maximum	BASED ON GUEST COUNT
Rudy's Eat & Drink Patio/Dining Room/Lounge	50 people Minimum 250 Maximum on All Three Revenues	BASED ON GUEST COUNT & ROOM RENTALS

- ♥ For all events based on 100 People or more a complementary trial tasting will be hosted at least 6 weeks pre-event. These will be booked on either a Tuesday or Wednesday at 5:30 pm. A maximum of four guests is included in this tasting. Beverages consumed this evening are at the cost of the guests.

### Deposits and cancellations

- ♥ A **non-refundable** deposit of the room fee is required to confirm the date of your booking.
- ♥ 50% of the estimated value of the Event is due 30 days prior to the function.
- ♥ 100% of the **Remainder** amount of the calculated event is due **3 Days/72 Hours** post event based on final calculation which will be sent 48 hours after the event date. This must be paid in either **Post Dated Cheque/Bank Draft/Credit or Debit**.
- ♥ A credit card must be placed on file for any incidental charges remaining.
- ♥ Any damage done to the space, or the products lent out by Rudy's Eat and Drink and the Manitoba Hydro Gallery will be Charged to the guest at full current market value.

### **General Information**

- ♥ All Vendors sourced out by Guests must be shared with Rudy's Eat and Drink with times set for drop off items 2 weeks prior to the event.
- ♥ We can store items in Rudy's Eat and Drink the evening before, Set Up in the Hall cannot happen until 10am on the event day.
- ♥ The Manitoba Hydro Gallery has water falls that must be set on a designated timer to turn on and off. This timer must be set two weeks prior and can only turn off once and back on once. A call to security to turn off these water falls during the event will result in a \$250 fine.

### **Pricing**

- ♥ Pricing is based on a per person basis.
- ♥ A \$5000 Dollar Minimum spend is Required for the Rental of Each Revenue of our Restaurant.
- ♥ Bookings for events cannot interfere with events happening at the MTS Center – Please review the Calendar before requesting dates.
- ♥ Special pricing for children with a Childs Dinner Plate

### **Personal Items**

- ♥ Rudy's Eat and Drink & The Manitoba Hydro Gallery does not assume responsibility for any lost or stolen goods. Any items left behind must be gathered within 24 hours following the event Date.
- ♥ Any personal items being delivered by vendors hired out can drop off items the day prior to the event and must be picked up within 24 hours following the event.
- ♥ Vendors or Guests are required to break down and clear items out of the Manitoba Hydro Gallery at the end of the event. These items may be stored inside Rudy's but must be cleared withing 24 hours following the event.

### **Policies**

- ♥ Rudy's Eat and Drink holds the license governed by the Manitoba Liquor and Lotteries. We hold the responsibility to stop serving alcohol at 1am. The premise must be vacated and cleared out by no later than 2am.

## **Catering Options upon Request**

