

Weddings as Beautiful as You.



Wedding Catalogue



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Congratulations!

Planning your wedding is an exciting time. We believe every wedding is as unique & as special as you are. There are so many details that go into planning your BIG day, you shouldn't leave anything to chance. Let the experts at the Camrose Regional Exhibition assist you in creating the wedding you've always dreamed of. We've hosted hundreds of weddings from quaint traditional gatherings to larger celebrations in tasteful venues such as our Banquet Halls, our Garden Court or Barn B with its authentic barn feeling.

Events are our specialty and we dedicate ourselves to ensuring that every detail is taken care of, so that you can have a spectacular day that you and your guests will be talking about for years.

Leave the details (and the worry) to us.

With your wedding soon approaching, you'll be heading into a very busy, and sometimes stressful time in your life. Let our planning experts help take away the stress so you can create your perfect day.

The information included in this package is intended to help you as you begin to plan your wedding. The possibilities are endless and our professionals are here to assist you in developing a celebration that reflects who you are. Our goal as hosts is to create a truly memorable experience for you and your guests.

It's easy to fall in love with our venues.

The Camrose Regional Exhibition is located on the east side of Camrose along Highway 13. We're close to numerous hotels, and offer camping facilities for guests upon special request. Our location features over 16000 ft. of banquet space that can accommodate gatherings from 50 to over 1500 guests.

From the Bridal Shower and Rehearsal Dinner to the Ceremony, Reception and gift opening--our experienced staff will help you every step of the way!

Included in our facility rental for your special day:

- Room set up and clean up*
- Up to 150' of Black drapes**
- 5 Tables and ¼ of your required chairs
- Podium

*Set up also includes: tables, chairs, and all table settings, as well as extra décor rented from the CRE. Any Décor set up and tear down from outside providers is not included. Clean up to include: everything with the exception of personal effects of the group, and any décor brought in by the wedding party/outside providers.

**Additional Drapes may be rented at \$2.50/lineal foot, and table skirts at \$15.00 per skirt

A few things to check off your list...



Catering 🌻 Bar Service 🌻 Bar Service-Transportation 🌻 Music 🌻 Loss or Damage to Goods

A few things to check off your list...



Catering

Our preferred caterer is A1 Catering in Camrose. Please call them to discuss your options. 780-672-6753. If there is another caterer that you'd prefer to work with, just let us know.

Bar Service

We have 4 different bar service options for your event.

Host Bar

CRE provides all alcohol, corkage and bartenders and you pay for each drink your guests consume (cost is \$5.25 per drink). The CRE keeps the proceeds from the bar.

Permit Bar

You are allowed to bring in your own alcohol and sell it to your guests. For this option you will also pay a corkage fee, and bartender fees, or can bring in your own Bartenders, as long as they are ProServe certified. If you choose this option and want to sell tickets, you are responsible for providing the float, the tickets, and the ticket seller, who needs to be ProServe Certified, and over the age of 18.

Split Bar

This option is similar to a host bar, only the cost of the drinks is split between you and your guests. For example, if you want your guests to pay \$2.00 per drink, you will be charged \$3.25 (to add up to \$5.25) for each drink served.

Cash bar

You guessed it.... all guests pay full price for every drink \$5.25. Corkage is charged at \$4.95 per person. The host keeps the proceeds from this option. You can either bring in your own ProServe Certified Bartenders, or you can hire our staff to tend for you.



A few things to check off your list...

What are corkage fees?

Corkage fees are the fees that cover: mix, ice, glasses, and straws, bar condiments, bar equipment and refrigeration units. This fee is \$4.95 per person over 6 years of age.

Do I have to hire Bartenders from the CRE?

You do not need to hire CRE's Bartenders. However, we do recommend it, as they are all ProServe certified, trained, and exceptionally capable. The fee is \$21.50 per bartender per hour.

If you choose to bring in your own Bartending staff, they will be required to have their ProServe certification on their persons, at all times, during the event. AGLC recommends 1 Bartender for every 50 people present.

Do I need to provide a Liquor License?

Yes, you will need to provide a Special Event Liquor License.

Note

If you will be providing your guests with alcohol for free, you will need to procure a Private Non-Sale Special Events Licence. Please refer to <https://aglc.ca/liquor/liquor-licences/applying-licence/liquor-licences-private-special-events> for further information.

If you plan on selling your guests alcohol, you'll need to get a Private Resale Special Event License. Please refer to <https://aglc.ca/liquor/liquor-licences/applying-licence/liquor-licences-private-special-events> for further information.

Do I need Insurance for my event?

Yes.. You will need to provide Special Event Liability insurance, with a \$5,000,000 liability coverage. The insurance certificate needs to state that the City of Camrose as well as the Camrose Regional Exhibition are insured. You can get this from your insurance agent.

What about Security?

Due to recent events, the CRE now requires any event that serves alcohol also have ProProtect certified security staff on site. We have a security firm that we deal with, and will happily give you their contact information upon request.

How long can the bar stay open?

Our on-site restrictions allow for alcohol to be consumed until 2:00 A.M. This means that alcohol can be served until 1:00 A.M., with "last call" being called out at 12:45 A.M. You can, however, choose to close the bar at any time prior. This allows for the room to be clear by 2:00 A.M., which is the latest we allow guests on site. There are no exceptions to this policy.

Liquor will be removed from the bar by the bar staff at 1:00 A.M. at which time you can either remove it from the facility or we can secure it in our beverage cooler until the following Monday at 8:00 A.M.

A few things to check off your list...

Bar Service- Transportation

The Camrose Regional Exhibition does not condone drinking and driving, please ask our staff to arrange safe transportation. All ALGC rules and regulations are strictly adhered to by our bar staff. Alberta Liquor Laws do not permit any outside alcoholic beverages or homemade alcohol to be brought into a licensed room. The service of liquor is subject to the inclusion of food.

Music

We are required by law to charge an additional fee for SOCAN (Society of Composers, Authors and Music Publishers of Canada) as well as a RE SOUND fee (license permitting the execution of music) to all private events where music will be played or performed. This is now a combined fee, called Entandem. Rates change frequently, so please refer to your quote for current fees, or feel free to look it up online.

Loss or Damage to Goods

The Camrose Regional Exhibition takes all necessary care, but does not assume responsibility or liability for loss or damaged goods left in the facility prior, during or after the event. All personal effects and equipment must be removed from the function room at the end of the night, unless prior arrangements have been made. The Camrose Regional Exhibition reserves the right to dispose of these items past this period, but we do have a lost and found box in our office. If you wish, arrangements can be made to have your items returned by courier, at your expense if we find them.



Facility Fees



No Smoking ❁ Decorations ❁ Guarantees on attendance
❁ Deposits and Payment Schedule ❁ Function Room Cancellation Policy

Facility Fees

Banquet Room Fees

The standard room rates are as follows:

Facility	Capacity	Price
Elliot Hall	Up to 70 guests	\$ 200.00
	Move in/out day	\$ 100.00
Hirsh Hall	Up to 90 guests	\$ 300.00
	Move in/out day	\$ 150.00
Kinsmen Hall	Up to 175 guests	\$ 450.00
	Move in/out day	\$ 225.00
Kinsmen & Hirsch	Up to 400 guests	\$ 700.00
	Move in/out day	\$ 350.00
All Banquet Halls	Up to 500 guests	\$ 900.00
	Move in/out day	\$ 450.00
Events Arena	Up to 2,880 guests	\$ 1400.00
	Move in/out day	\$ 700.00

Facility Fees

Other Spaces

There are other areas on site where you can celebrate in style:

Facility	Capacity	Price
Barn B	Up to 600 guests	\$ 500.00
	Move in/out day	\$ 250.00
Garden Court	Up to 145 guests	\$ 100.00
	Move in/out day	\$ 50.00
Saloon Stage Area	Concert Event Venue	\$ 2500.00
	Move in/out day	\$ 1250.00
Campground Pavilion	Up to 40 guests	\$ 100.00
	Move in/out day	\$ 50.00



Facility Fees

The function room will be available on the day of the event from 8:00 A.M.- 2:00 A.M. all persons must vacate the room prior to 2am or an additional rental fee will take effect at \$100.00 per hour until all persons have vacated the premises.

On the half day (Move in/out day), the space will be available from 12:00 P.M. -5:00 P.M., unless other arrangements have been made well in advance.

The Camrose Regional Exhibition reserves the right to provide an alternate function room suited to the number of people attending your event.

Charges will apply for any damaged or missing property. The renter is responsible for their guests and their actions. This is why Special Event Private Insurance is very important.

All banquet rooms are equipped with a state of the art sound system, podium and cordless microphones. If additional AV equipment is required, (projection screens, portable sound system, and video projection units.) a \$150.00 charge will apply. Because the sound system is complex to set up and operate, only CRE staff are permitted to operate our AV equipment.

Decorations

Are you needing décor for your event? We offer a wide variety of options for rent! Please talk to your Event Manager to find out more. We have a listing of most of our décor online at our CRE website. www.cre.ab.ca.

Please note: NO CONFETTI of any kind is permitted and NO GEL of any kind is allowed (a \$500.00 clean up fee will apply if confetti or gel of any kind is used).

****Confetti** is defined as any type of small accent to the tables not enclosed in a container.... some sort metallic, paper, rocks, diamonds or any variation of. The exception is real rose petals...they are okay.

No Smoking

In accordance with the City of Camrose By-Law, the Camrose Regional Exhibition is a non-smoking facility, so all the smokers will have to do so 5 metres away from the front entrance doors, outside. There are cigarette catchers available, and placed outside the doors, already.



Facility Fees

Guarantees on attendance

We need to know how many people will be at your wedding and an approximate number of guests needs to be given at the time of booking. A guaranteed number of persons attending your event is required ten (10) days prior to the event date. Guaranteed numbers can be changed up to 72 hours prior to the event date. You will be charged your guaranteed number or the actual number of guests served, whichever is greater. When no guarantee is given, the estimated number of people at the time of booking is taken as a guarantee for billing or the number in attendance, whichever is greater.

Deposits and Payment Schedule

A \$500.00 deposit will be required to confirm your function space. This deposit will be deducted from your final invoice.

24 hours prior to the event, 50% of the bill, minus the \$500 deposit, needs to be paid.

A final invoice will be sent out after the event has been completed. Any additional charges incurred during the event day will be added to this invoice.

All cheques may be made payable to the Camrose Regional Exhibition or by certified cheque, MasterCard, Visa or cash.

Function Room Cancellation Policy

We know that life happens, things change and sometimes you need to cancel. If the cancellation occurs before 6 weeks prior to the function, your deposit will be refunded.

in the event of a cancellation within 6 weeks prior to the function date, your deposit is non-refundable.

A signed contract by the person responsible for paying for the event and any applicable fees must be made in order to have a confirmed reservation. A copy of the signed contract will be made available for your records.



Rentals & Décor



Fabric Rentals • Whisky Barrels • Chair Covers & Ties • Table Linen • Antique Doors
• Staging • Accent Pieces • Crystal Curtains • Crystal Columns • Catering Rentals
• Tables and Chairs • Tents • Draping and Skirting • A/V Equipment and Lighting

Rentals & Décor

Did you know we offer décor for rent?

We have a large selection of décor items for rent from chair covers and sashes to backdrops and ceiling décor. We also rent everything from plates and cutlery, to wine glasses and tablecloths.

Whether you have booked with us or are having your celebration at another venue, we have everything that will make your space beautiful!

Please come in and sit down with our experts to discuss your ideas and book your items, well in advance, so you won't be disappointed.

Fabric Rentals

Transform your room with our Ceiling Drapes, Sheer Backdrop fabric, or fairy light head table fabric

We have ceiling drapes available for rent in 4, 6, 8, 10 and 12 point options.

You can choose just the fabric, or choose to have them lit to create a romantic atmosphere.

Per panel for fabric..... \$50.00

Per panel for the lighted option..... \$55.00

Crystal light up Chandeliers
(Clear or Black) rent for \$50.00.

Sheer backdrop..... \$1.25 per sq ft.

Sheer lit backdrop..... \$2.00 per sq ft.

Fairy-tale head table skirting \$300.00

Rental price includes install and dismantle for those renting the CRE for your wedding.

If you need us to install and dismantle in another venue-please ask for a quote.

Whisky Barrels

Planning a rustic or country chic affair?

Our Whisky Barrels will help create the perfect setting!

Use our barrels as part of a beverage station, your cake table or on their own for a floral display!

Each Barrel rents for \$50.00

Chair Covers & Ties

Spandex chair covers in black or white:..... \$2.50 each

Chair ties (so many colors to choose from)... \$1.50 each

Spandex bands..... \$2.00 each

Sequin spandex bands..... \$2.25 each



Rentals & Décor

Table Linen

Variety of colors and styles available

Standard linen tablecloths..... \$7.00 each

Standard linen napkins \$0.75 each

Table runners \$5.00- \$15.00 each

Sequin table linen \$50.00 and up

Antique Doors

We have four (4) Antique Doors available for rent.

Each door rents for \$50.00

You can use two (2) doors to create a lovely rustic chic archway, flank a head table or you can use them individually to enhance your guestbook table, cake table or photo area. The possibilities are endless!



Staging

We offer 1 foot and 2 foot high staging options, if you would like your head table raised off the floor. This option is very popular as it allows you to see your guests and they can see you. After all, you are the stars of the show!!

Staging pieces are 4'x8' and rent for \$35.00 each

1 foot stage height

2 foot stage height

Accent Pieces

High Cocktail Tables. Set these stylish tables out around the bar area or dance floor and create a place for great conversations among guests.

Glassware Decore. There are endless possibilities when it comes to glassware décor.

Centrepieces & Accents. We have some options available for centrepieces, accents on head tables and guest book table accents for your ceremony, reception or post-wedding gathering.

Crystal Curtains

Add some sparkle to your backdrop with our crystal curtains!

3ft x 9ft lengths rent for \$15.00 each

Crystal Columns

Rent for \$75.00 each

Rentals & Décor

Catering Rentals

10.5" Round White China Plate	\$0.45 each
6" Round China Side Plate	\$0.30 each
10 oz. White China Coffee Cup.....	\$0.25 each
Cup & Saucer Set	\$0.50/set
5oz Wine Glass	\$0.35 each
9oz Wine Glass	\$0.50 each
7oz Water Glass.....	\$0.25 each
10 oz. Water Goblet.....	\$0.50 each
Fork/Knife/Teaspoon.....	\$0.75/set
Water Pitchers.....	\$3.00 each
36 Liter Juice Jug.....	\$20.00 each
100 cup Coffee Urn.....	\$25.00 each
Napkins (need to order in).....	\$ 0.75 each
Chafing Dish with Fuel.....	\$25.00 each
Table Cloths (need to order in)	\$7.00 each

All Catering Rental items must be returned in a clean state (no food or beverage of any sort left on the items).

All items that are not clean upon return will be subject to a \$150.00 cleaning fee.

Tables and Chairs

5 foot Round Table	\$12.00 each
6 foot Rectangle Table.....	\$12.00 each
High Bar Table (Cocktail Table)	\$12.00 each
Picnic Table	\$20.00 each
Banquet Chairs (On site rental only)	\$2.50 each
Black/Grey Folding Chair.....	\$2.50 each
Plastic Patio Chair	\$2.50 each

Tents

20' x 20' with 4 sides	\$500.00 (Fri-Mon)
Setup/Teardown included for \$150.00. Only CRE Staff can set-up & teardown tents	
Delivery & Pick-Up within	
City of Camrose limits	\$50.00
Outside City limits add \$1.00 per km both ways	
Please check for availability	

Rentals & Décor

Draping and Skirting

We have black drape and skirts available to rent

Skirts are 13ft long and rent for \$15.00 each

Draping that is 8ft tall drape rents for \$2.50 per lineal foot (All hardware is included)

If you require our staff to set up and tear down the drapes - it is \$3.50/ft for offsite rentals.

Set up and tear down is included for onsite rentals

Up to 150 feet of drapery is included with onsite space rentals

A/V Equipment and Lighting

Projectors and screens, cafe and LED lighting available upon request with pricing based on requirements.

Extras

Gold Draw Barrel \$25.00 each

BBQ..... \$150.00

Garbage Cans \$10.00 each





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CRE.AB.CA

