

WEDDINGS
2024

THE
HENLEY
ROOM

LIFE IS WHAT HAPPENS TO YOU WHILE
YOU'RE BUSY MAKING OTHER PLANS

John Lennon



CELEBRATING THE BIG DAY

The Henley Room is the perfect backdrop for your big day. With a 750 square foot private terrace and a dining room with more than 60 feet of windows overlooking Lake Ontario, there couldn't be a better setting to celebrate with your family + friends.

Included in this package you'll find a basic highlight of our services and availability. The Henley Room is a canvas, ready to take on all your favourite Pinterest ideas, so book a tour with one of our wedding specialists to find out how you can #BeOnTheWater.

The Henley Room is open by appointment only.

ROOM CAPACITY

Cocktail Reception	200 people
Plated Dinner: With dance floor	140 people
Buffet or Food Stations: With dance floor	120 people

** Guest counts of up to 160 may be accommodated with rearrangement of tables during the event. Please discuss what this looks like with our events team during your tour.*

MINIMUM SPEND

Saturday + Holidays, May to October	\$14,000.00
Sunday to Friday, May to October	\$65.00pp
Saturday + Holidays, November to April	\$ 9,300.00
Sunday to Friday, November to April	\$65.00pp
Brunch Wedding	\$ 7,600.00
Ceremony Only	\$ 3,500.00

**On Saturday, Sunday and Holiday Mondays, Ceremony Only bookings and Brunch Weddings (ceremony followed by cocktail reception or sitdown brunch) have an end time of 1PM.*





PRICING

Our goal at The Henley Room is to make your wedding an event to remember. This applies to the entire process from beginning to end. Our packages provide you with a clear picture of the costs of the event, based off of our years of experience in planning.

Each wedding rental includes exclusive access to The Henley Room dining room, lounge and lobby; meaning you're the only event happening at one time.

Before the big day, your booking will include two 2 hour planning sessions to help you with planning your itinerary, table settings and floor plans. This coordinator is your go-to person from the moment you sign your contract, so if you have any questions don't hesitate to contact them.

***All prices listed do not include applicable taxes.*

ROOM RENTAL

Sunday to Friday	\$ 3,600.00
Saturday + Holidays	\$ 4,900.00
Additional Hours: <i>Same Day, per hour</i>	\$ 400.00
Additional Hours: <i>4 Hours Day Prior</i>	\$ 1,600.00
Next Day Pick Up	\$ 400.00

CEREMONY

Indoors	\$ 600.00
Dockside Standard*	\$ 2,100.00
Dockside Premium**	\$ 2,500.00

* *Dockside Standard includes choice of wood or white resin folding chairs for up to 120 guests. Additional Chairs are available at \$8.20 per chair.*

***Dockside Premium includes choice of Chiavari, Crossback or Harvest style chairs for up to 120 guests. Additional Chairs are available at \$10.50 per chair.*

BAR + LOUNGE*

All Inclusive Packages Starting from \$ 50.00 pp

**Our bar menu is focused on seasonal producers both locally and abroad. As such the menu is released February in your event year and specific availability may change over the course of the season. The Henley Room reserves the right to make substitutions with equal or better products. These bar packages include all necessary bar staff required to provide our top level service.*

Please see our libations menu for our full selection of packages and bottles.

KITCHEN FEES

All caterers are required to pay Landmark Fees calculated on only the food portion of their invoices. This fee is invoiced directly to the caterer.

Landmark Fee- <i>Trusted Vendor****</i>	8% Food Sales
Landmark Fee- <i>Outside Vendor</i>	25% Food Sales

**The Henley Room has unique agreements with each of our Trusted Vendors, some of them are exempt from the Landmark Fees. Please see the food vendors section of our Trusted Vendor package for more details.*

ADDITIONAL FEES

SOCAN Tarrif	\$	80.00
RESOUND Tarrif	\$	40.00
Guest Parking	\$	200.00
Coat Check: Mandatory October to April	\$	440.00

ADDITIONAL SERVICES + ADD-ONS**

Dining Room String Lights	\$	500.00
Projector	\$	150.00
Piano	\$	160.00
Acrylic Podium	\$	275.00
Staging: 4' by 8' portion	\$	155.00
Outside Caterer Inspection*	\$	250.00

**Any additional rentals will be coordinated by your event coordinator through the venue and billed by the venue. An estimate will be sent to you for approval before any rentals will be confirmed for the event. These additional rentals may require pre-payment to secure for the date.

PLANNING

When booking Then Henley Room for your event, you're not just renting a space; you're gaining a partner in planning throughout the process. Each booking includes 2 planning sessions with your day-of coordinator.

Our clients also gain access to Aisle Planner, software designed to help manage your guest lists, budgets and vendors. We take you through the planning of your timeline, rentals and floor plans before the event.

Our day-of-planning service also allows our clients to offload as much of the planning process as they like. From booking vendors to decor planning and invitation design, we can handle it all. A 10% Service Fee applies to all services invoiced through The Henley Room.

Our goal is to ensure you and your guests have a genuine, hospitality-driven experience from beginning to end.

**The 10% Service Charge applies to all service offered by The Henley Room, and any services you choose to have The Henley Room book on your behalf.*



LIBATIONS

Planning an event is a great responsibility. The food needs to be delicious; the venue, breathtaking. The drinks? Well the drinks, we believe should be available in a wide variety, with something for everybody. We'll be sure to keep the glasses full and options plentiful, all you have to do is decide what will fit your budget.

The following hospitality + bar package will give you an idea of the wide variety that we believe sets us apart from other venues. An offering we pride ourselves on, that is sure to make your event the talk of the town for months to come. If you feel we're missing something, don't hesitate to ask, as we live to build the best bar the city has to offer.

BAR SERVICES

A common question is “How much is it to drink?”, while it is an essential question, we’ve got options that will fit just about any budget. If you have any questions about these options, feel free to contact one of our event coordinators.

Prepaid Bar: Prepaid or Drink tickets are a great way to show your guests that little bit of hospitality while letting them take care of the of their drinks for the remainder of the event.** Starting from \$10/ticket, you decide what drinks a ticket is valid for and at the end of the event, you’re invoiced for the tickets redeemed. Minimum 2 drinks per guest are required. All guests are required to be on our non-alcoholic drink package for drink tickets to be available.

Hospitality Packages: Our bar packages offer your guests the ultimate in hospitality without having to worry about staying on budget. Select a package that fits your budget and enjoy the evening without worrying about your guests drinking more than you expected. Later on, in this package, you’ll see more about this option.

Bring Your Own Wine (BYOW)*: Bring your own wine is an option that allows you to bring any commercially made wine into the venue for service. A corkage fee is charged on all bottles opened. Bottles opened can not leave the premises.

** The Henley Room is a cashless venue. Please ensure your guests come prepared to with debit or credit payment options. We do not have an ATM on site.



HOSPITALITY PACKAGES

Our Hospitality Packages are the perfect solution for clients looking to offer their guests the best hospitality experience possible. Each package includes a set drinking period and the required staffing. These hospitality-driven packages provide you and your guests access to one of the most extensive bar experiences available in Toronto event spaces.

All drink packages include waived corkage fees, allowing you to bring that special bottle of wine you've been saving for just such an occasion.

Are we missing your favourite beer on our menu? We can fix that. Our team will assist in ensuring a stocked bar with everything you need for a night to remember, including beer, wine, spirits and other non-alcoholic beverages.*

We invoice all guests pregnant guests and guests under 19 years for the Non-Alcoholic package.

**Custom ordering or requests of any kind will incur additional fees. Clients will be asked to confirm the added service costs before proceeding.*

***For events with a seated meal service, the bar will close for 15 to 20 minutes in an effort to help migrate the guests to their seats. Once guests are seated, the bar will re-open for full service for the remainder of the event.*

HOSPITALITY 101

\$48 per guest

Hospitality 101 is perfect for those looking to offer their guests a variety of refreshments while keeping the event calm and casual. Your guests will have their choice of the essentials at the bar.

Includes: 8 hours of open-bar service; full beer and cider selection; full Dinner Wine menu; soda and juice; coffee and tea at the bar. This option includes a selection of table wine during dinner service. * Guests may purchase additional liquor, above the listed offering by credit card or debit.

HOSPITALITY 201

\$70 per guest

Hospitality 201 treats your guests to one of the best bars the city has to offer. Guests will have their choice of not only our bar essentials such as beer and wine but also our selection of spirits and seasonal cocktails.

Includes: 8 hours of open-bar service; full beer and cider selection; full wine selection including red, white, sparkling and rosé; standard bar rail and seasonal cocktails; soda and juice; coffee and tea at the bar. This option includes table wine during dinner service. * Guests may purchase additional liquor, above the listed offering by credit card or debit.

HOSPITALITY 301

\$80 per guest

Hospitality 301 will have your guest talking about your event for years to come. Expanding on the offering of Hospitality 201, clients will have a choice of 3 bottles from The Liquor Cabinet menu to be added to their line-up for the event.

Includes: 8 hours of open-bar service; full beer and cider selection; full wine selection including red, white, sparkling and rosé; standard bar rail and seasonal cocktails; 3 bottles from The Liquor Cabinet menu; soda and juice; coffee and tea at the bar. This option includes table wine during dinner service. * Guests may purchase additional liquor, above the listed offering by credit card or debit.

BRUNCH 101

\$32 per guest

Brunch 101 is the go to choice for a short, casual morning or early afternoon affair. Your guests will have their choice of the essentials at the bar, with a coffee and tea station in the main dining room.

Includes: *2 hours of open-bar service; full beer and cider selection; full wine selection; soda and juice; coffee and tea station in the dining room. This option does not include table wine.*

BRUNCH 201

\$42 per guest

Brunch 201 provides your guests one of the best brunch bars the city has to offer. Guests will have their choice of not only our bar essentials such as beer and wine but also our selection of spirits and seasonal cocktails.

Includes: *4 hours of open-bar service; full beer and cider selection; full wine selection including red, white, sparkling and rosé; standard bar rail and seasonal cocktails; soda and juice; coffee and tea station in the dining room. This option does not include table wine.*

NON-ALCOHOLIC

\$22 per guest

For our guests that don't partake in alcohol, we offer the non-alcoholic package. Also perfect for those all day meetings and corporate training days. This includes up to 8 hours of bar service for your guests. For larger events with an alcoholic bar package chosen, guests under 19 and guests that are pregnant or nursing will be billed at this package rate.

Includes: *up to 8 hours of service; soda and juice; coffee and tea at the bar or station in the dining room. This option includes no alcoholic beverages.*

BEER SELECTION

Being on the water with family, friends, and colleagues can't get much better. That is unless you've got a great selection of beer on hand. The Henley Room believes in supporting local, so we're sure to stock the best Ontario has to offer. That being said, we also recognize the great options that come from around the world.

The following is an example of the variety of beers that rotate through our fridges. If there is a particular brew you prefer or wish to have on hand, please do let us know and we'll do our best to source it for you. To bring in special requests we do require 4 weeks to place an order and ensure the product is available for your event. At this time, we do not offer draught beer as an option.

***Beer is served in 331-344mL bottles or cans unless otherwise stated.*

BEER - DOMESTIC

Coors Light
Labatt 50
Moosehead

BEER - PREMIUM DOMESTIC

Bench Brewing Lincoln Lager (473mL can)
Bench Brewing Green Fields Sour (473mL can)
Blood Brothers Trans Human State
Blood Brothers Auto-pop Sour
Fairweather Brewery Seasonal (473mL can)
Fairweather Brewery High Grade IPA (473mL can)
Steamwhistle Pilsner
Woodhouse Lager (473mL can)
Woodhouse IPA (473mL can)
Woodhouse Stout (473mL can)

BEER - PREMIUM IMPORT

Heineken: *Netherlands*
Red Stripe: *Jamaica*
Stella: *Belgium*



WINE SELECTION

People can be quite particular about their wines. With this in mind, we tend to keep a well-stocked selection of local and imported wines. We are always on the search for great new bottles and vintages; this list is an example of the bottles your guests will have available at the event. Seasonal changes may occur.

For your guests who enjoy discovering new wines, a menu of our wine locker options will be presented. Guests may purchase these on their own, or you may choose to cover the cost for these bottles.

***All prices listed below include applicable taxes. All bottles are 750mL unless otherwise stated. By the glass pricing is available.*

RED WINE

Astica Merlot + Malbec: Argentina

Malivoire Red 2014: Canada

Fantini Farnese Montepulciano d'Abruzzo: Italy

Barone Montalto Nero D'Avola: Italy

Cliff 79 Cabernet Shiraz: Australia

Fetzer Cabernet Sauvignon: USA

Beronia Tempranillo: Spain

Georges Duboeuf Beaujolais: France

Trapiche Pure Malbec: Argentina

WHITE WINE

Astica Sauvignon + Semillion: *Argentina*
Malivoire White 2015: *Canada*
Barone Montalto Pinot Grigio: *Italy*
Fantini Farnese Chardonnay: *Italy*
Fetzer Chardonnay: *USA*
Lurton Fumees Blanches Sauvignon Blanc 2014: *France*
Thirty Bench Reisling 2013: *Canada*

SPARKLING + ROSE

Bottega Vino Dei Poeti Prosecco: *Italy*
Freixenet Cordon Negro Brut Cava: *Spain*
Chateau de Montgueret Cremant: *France*
LOLA Sparkling Rose: *Canada*

CIDER + GLUTEN FREE

Glutenberg
Brickworks Batch 1908 Cider
Somersby Cider

NON-ALCOHOLIC

On the bar we like to ensure our non-alcohol drinking guests are taken care of. Along with our classic Coca-Cola products, we carry a variety of premium Boylan's Natural Cane Sugar Sodas and fresh squeezed juices. Coffee + Tea service are available through any of our drink packages.

Standard Sodas: Coke, Diet Coke, Sprite, Canada Dry Ginger Ale, Club Soda, Tonic

Boylan's Sodas: Black Cherry, Orange, Cream Soda, Rootbeer, Grape, Ginger Beer

Barbet Seltzers: Love Bite, Wild Card, Light Wave

Fresh Juices: Orange, Cranberry, Lemonade, Bar Lime, Pink Grapefruit

STANDARD BAR RAIL

For some people, wine is their drink of the night. But for some, nothing says celebration better than a gin and tonic, or a vodka-cran. The following is a list of our standard bar rail and mixed drinks included with bar packages that offer spirits.

Our Standard Bar Rail also includes 4-5 of our seasonal cocktails, made in 1.5 oz portions, so that your guest can enjoy something a little more refined than your standard mixed drink.

Vodka - Absolut
Gin - Beefeater
Whiskey/Rye - J.P Wiser's
Bourbon - Knob Creek
Scotch - Ballantine's
Irish Whisky - Jameson's
Tequila - Olmeca Gold

Rum - Havana Club 3 Year
Dark Rum - Havana Club Reserva
Black Rum- Gosling's
Spiced Rum - Sailor Jerry's
Amaretto - Luxardo
Other Liqueur: Kahlua, Bailey's,
Triple Sec.

THE LIQUOR CABINET

In the cabinet, we have a variety of other exciting alcohol to add-on to our Hospitality Packages. Additions and substitutions are possible with any of our packages for an additional \$5.00 per person, per bottle.*

**Bourbon and Scotch additions are an additional \$6.00 per person per bottle.*

VODKA

*Absolut Elyx
Grey Goose
Tito's
Reykja*

TEQUILA

*Sauza Silver
El Jimador Silver
Jose Cuervo Anejo
Casamigos Reposado*

GIN

*Ungava
Botanist
Hendrick's
London No.1*

BOURBON

*Balcone's- Baby Blue
Michter's US#1 Bourbon
Barterhouse Orphan Barrel*

MEZCAL

*Creyente
Meteoro Joven
Leyenda Tlacuache*

RUM

*Appleton Estates
Appleton Estates Reserve
Havana Club 7 year
Newfoundland Screech
Kraken
Flor de Caña 12 Year
El Dorado 12 Year
El Dorado 15 Year*

SCOTCH

*Johnny Walker Red
Johnny Walker Black
Glenlivet 12YR
Glennfiddich 12YR
Glenlivet 15Yr
Laphroaig 10 Yr
Oban 14 Yr*

WHISKY

*Canadian Club Classic
Collingwood
Crown Royal
Grant's
Canadian Club 12YR
Jack Daniels
Chivas Regal 12YR
Michter's US#1 Rye*

POP-UP BAR

Looking to have a pop-up bar on the patio featuring your favourite cocktail, beer or wine? Select the length of time for your pop-up event.

Next, select up to two drink options to be served for the duration of the pop-up.

**Set-up includes rental of the bar, printing of a menu and staffing.*

4 Hour Pop-up Bar: Black or White Acrylic with Stainless	\$	430.00
8 Hour Pop-up Bar: Black or White Acrylic with Stainless	\$	650.00

CLASSIC COCKTAILS

Our classic cocktails are a great add on to any event. Served at our main bar or pop-up bar, they add another level of hospitality to any event. Pricing is a flat per person, per option add-on to any of our bar events for the entire event.

If there's a classic cocktail you wish to see, or you're looking for something crafted just for you, let us know, and we would love to discuss options.

**All cocktails contain 2oz of alcohol unless otherwise stated.*

Caesar: Vodka or Gin, Walter's Caesar Mix, Spiced Rim.	\$	6pp
Vesper Martini: Grey Goose, Lillet, Lemon	\$	5pp
Classic Cosmo: Absolut, Cointreau, Cranberry, Lime, Burnt Orange . . .	\$	5pp
Old-fashioned Canadian: Canadian Club, Vermouth, Burnt Orange . . .	\$	5pp
Dirty Shirley: Lot 40, Heering, Orange, Ginger-ale Grenadine	\$	5pp
Manhattan Blanco: El Jimador, Mezcal, White Vermouth	\$	6pp

BAR ADD-ONS

Wine Corkage Fee	\$	15/bottle
Custom Menu Design: printing extra.	\$	150 each
Custom Cocktail Development + Tasting	\$	300/drink
Custom Ordered Beverage Selection*.		Cost plus 30% service fee

**Custom Ordered Beverages may require a minimum case or bottle count, due to supplier requirements. All custom products will be quoted for approval before ordering for the event.*

THE BAR EXPERIENCE

Our event coordinators have hosted quite a few weddings over the years and have pulled together the following to help you understand our approach to putting on an event to remember.

The Guest Experience

The ultimate goal for our bar team is to ensure you and your guests are having a memorable time. Our team prides itself on having one of the best bars of any event venue in the city, with access to more than 15 beers and a wine list that is always growing. There is something for everyone at The Henley Room bar. Our bar staff are focused on your guests' safety; at any time, our staff reserve the right to slow down or cut off any guest's alcohol consumption to ensure they safely enjoy the night.

Bar Hours

After the ceremony, our bar opens for your guests to enjoy the best our bar has to offer during their cocktail reception. When dinner time arrives, we close the bar for up to 20 minutes before starting the main meal to assist in getting all of the guests seated on time. Once guests are seated and table wine service begins, the bar will reopen for full service; Our bar must close at 1 AM, with final drinks cleared by 1:45 AM.

Not Everyone Drinks Wine


During dinner, wine is classy, but it's not always approachable. Some people don't like it. Some people don't understand it, and some prefer beer. Be sure to keep this in mind when the time comes to plan your bar. We recommend having a beer or cider available as an option for these guests through the night.

Shots In Moderation

Some hosts are concerned about shots becoming an issue. We trust you know your guests best, and our staff are quite experienced in saying "no." If you're not inclined to offer guests the option to do shots, there is nothing wrong with that. Others feel shots go hand in hand with celebrations. If you're inclined, we can allow shots to happen through the night or let them by request from the host. Please note our staff do reserve the right to stop serving shots if at any time they feel it may cause guests to be excessively intoxicated.

Custom Cocktails + Champagne Toasts

Not all guests enjoy them. However, we can have them available at an additional cost due to the increased service setup. We recommend that guests be allowed to select their drink from the bar to improve the guest experience and prevent wastage.

An aerial photograph of a coastline, showing a winding river or inlet that branches out into a complex network of smaller channels and islands. The water is a deep, dark blue, and the land is a lighter, textured blue-grey. The overall mood is serene and somewhat somber. Two vertical white lines are positioned on either side of the central text, and a small horizontal green line is placed above the author's name.

WE COME TO LOVE NOT BY FINDING A
PERFECT PERSON, BUT BY LEARNING TO
SEE AN IMPERFECT PERSON PERFECTLY

Sam Keen

DEPOSITS + PAYMENTS

To secure your chosen date, a \$500.00 deposit is required at the time of contract signing.

A post dated cheque made out to the "Argonaut Rowing Club" in the amount of \$4,500 is due to the club 8 weeks after signing the contract, bringing the total deposit to \$5,000*.

Your final guest count will be due to your event coordinator 6 weeks before the event date. From your final guest count the estimate will be updated and converted to an invoice. This final invoice will be due by cheque at your final planning session 4 weeks before the event. All deposits are applied to the invoice total amount.

A valid credit card is required to be on hand for any incidentals that occur leading up to and during the event. These additions will be charged at the end of the event to the credit card on file.

The initial \$500 deposit may be paid by credit card. Any further payments by credit card will incur a processing fee of 3.5%.

All deposits are non-transferable and non-refundable.

**If the booking is for a Ceremony Only event, the second deposit will be \$2,500.*

CONTRACT + PAYMENTS

Your contract will outline the Fixed fees applicable to your event including but not limited to your minimum required spend, venue, ceremony and add-on fees.

Guest count will play a big role in the Variable cost per person on your final invoice. Changes such as number of courses in a menu, table settings and decor will all contribute to your per person costs of the event.

With all of this in mind, your Event Coordinator will keep you up to date on the total cost of the event. Any changes you make to your event will cause your final invoice to be updated through the planning process.



THE
HENLEY
ROOM

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