

TOWNEPLACE SUITES®

BY MARRIOTT

TownePlace Suites Thunder Bay
550 Harbour Expressway, Thunder Bay, ON P7B 6P4
Phone: 807-346-9000

BEO #: 654
Page 1 of 1
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Banquet Event Order

Account:	Nishnawbe-Aski Legal Services Corporation	Event Date:	Thursday, July 6, 2023
Group Name:	NAN Legal	Contact:	Liberty Gorman
Address:	Thunder Bay, Ontario	Phone:	807-633-0529
		Email:	lgorman@nanlegal.on.ca

Event Time	Event Name	Room	Setup	Agr	Gtd	Rental
8:00 AM - 5:00 PM	NAN Legal	Lake Superior East	Conference	6	6	\$650.00

Menu	Beverage
Meeting Lake Superior East 8:00 AM - 5:00 PM 1 Corporate Hot Lunch, Choice of 1 Hot Lunch Entree, Choice of 1 Soup and 1 Salad, Includes a Selection of Soft Drinks 6 @ \$38.50 Person 1 Breakfast Pastry Platter, An assortment of Muffins, Danish, Cinnamon Buns & Croissants served with Whipped Butters & Jams (Serves up to 15) 1 @ \$52.50 Event 1 Small Dessert Platter, assorted cakes and squares, (25 pieces) 1 @ \$52.50 Item	Meeting Lake Superior East 8:00 AM - 5:00 PM 1 Canister of Coffee & a Canister of Tea (Decaf available on Request) 1 @ \$29.95 Event 1 Refresh Coffee & Tea and Water 1 @ \$0.00
	Setup & Additional Information
Audio Visual	

Estimated Charges						
	Amount	Tax	Admin	Gratuity	Total	
Food	\$336.00	\$50.23	\$15.12	\$35.28	\$436.63	
Beverage	\$29.95	\$4.48	\$1.35	\$3.14	\$38.92	
Rental	\$650.00	\$97.18	\$29.25	\$68.25	\$844.68	
Grand Total	\$1,015.95	\$151.89	\$45.72	\$106.67	\$1,320.23	
				Deposit Paid	(\$0.00)	
				Balance Due	\$1,320.23	

Confirmation is required 10 business days in advance of event or the expected attendance (set) above will become the guarantee. TownePlace Suites Thunder Bay requires this contract be signed by an authorized representative of your organization and returned to the Sales Department. Should this not occur, the hotel reserves the right of cancelling the contract upon notice to the organization. The hotel reserves the right to reassign meeting rooms based upon final guaranteed numbers, to a room suitable of accommodating the group and requirements. Food, beverage, and all charges are subject to Service Charge, and Sales Tax.

Customer Approval

Date

TownePlace Suites Thunder Bay Approval

Date

Page 1 of 1
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