

TOWNEPLACE SUITES®

BY MARRIOTT

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

BEO #: 854
Page 1 of 2
Date Printed: 2/13/2024

Banquet Event Order

Account:	NAN Legal	Event Date:	Thursday, March 7, 2024
Group Name:	NAN Legal	Contact:	Rachel Catroppa
Address:		Phone:	
		Email:	

Event Time	Event Name	Room	Setup	Agr	Gtd	Rental
8:00 AM - 12:00 PM	Meeting	Lake Superior East	Conference	7	7	\$350.00

Menu	Beverage
Meeting Lake Superior East 8:00 AM - 12:00 PM 1 Corporate Breakfast, Scrambled Eggs, Home Fries, Croissants, Choice of Bacon or Breakfast Sausages. 7 @ \$28.00 Person 1 Bacon (2 per person) or Sausage (2 per person) 7 @ \$5.69 Person 1 Buttermilk Pancakes or Finn Pancakes (2 Per Person) 7 @ \$5.46 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 Each 1 Small Platter-An assortment of seasonal fruit sliced up, served with yogurt dip (serves up to 10) 1 @ \$52.50 Item same times as other 2 days	Meeting Lake Superior East 8:00 AM - 12:00 PM 1 Canister of Coffee & a Canister of Tea (Decaf available on Request) 1 @ \$29.95 Each 1 Refresh Coffee & Tea and Water Water Station
Setup & Additional Information	
Audio Visual Meeting Lake Superior East 8:00 AM - 12:00 PM Ceiling Mounted LCD Projector and Screen with HDMI & VGA Cables 1 @ \$0.00	

Estimated Charges						
	Amount	Tax	Admin	Gratuity	Total	
Food	\$379.05	\$56.66	\$17.05	\$39.79	\$492.55	
Beverage	\$29.95	\$4.48	\$1.35	\$3.14	\$38.92	
AudioVisual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Rental	\$350.00	\$52.33	\$15.75	\$36.75	\$454.83	
Grand Total	\$759.00	\$113.47	\$34.15	\$79.68	\$986.30	
Deposit Paid					(\$0.00)	

Customer Approval

Date

TownePlace Suites Thunder Bay Approval

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	Balance Due	\$986.30
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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.

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Page 2 of 2

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