



## ***HAVE YOUR WEDDING AT OUR CASTLE***

Nestled among towering evergreens and majestic peaks, Castle Mountain Chalets is beautifully situated in the heart of Banff National Park. With a brand new, log-constructed banquet facility, this property offers one of the most intimate, charming and picturesque wedding destinations in the country. We invite you to celebrate the day of your dreams at Castle Mountain Chalets.

Recite your vows outdoors with the beautiful Castle Mountain as your backdrop or enjoy a lovely indoor ceremony in front of the rundle stone fireplace. There are so many beautiful spots to choose from; we encourage you to explore the property and find the one that suits you best. Once the ceremony is over, the new facility is available to hold the reception of your choice – formal and chic, simple and classic or casual and laid back. There's also plenty of room outside for a tent.

### **ABOUT THE FACILITY**

- Accommodates up to 50 guests standing or 40 guests seated
- Beautifully spacious patio that accommodates an additional 20 guests
- Kitchen area and outdoor BBQ for the caterer of your choice (some restrictions apply)
- Large rundle stone fireplace, which can be lit to create extra ambiance
- One bedroom suites with a view for your guests (beautiful choices for the honeymoon suite)
- Surrounded by plenty of outdoor activities for your guest to enjoy

### **GUEST ACCOMMODATIONS**

In addition to the accommodations offered in the events facility, Castle Mountain Chalets offers 22 luxuriously rustic and recently renovated log cabins and chalets located on over four acres of naturally landscaped property. Choices include the following:

- 3 x pine chalets
- 3 x cedar chalets
- 4 x two bedroom chalets
- 8 x one bedroom deluxe chalets
- 4 x rustic cabins (seasonal)

### **CONTACT INFORMATION**

If you are interested in speaking with someone personally regarding your special day, please contact Ghada Wirth, General Manager at Castle Mountain Chalets.

Ph: 1-877-762-2281, Email: [gm@castlemountain.com](mailto:gm@castlemountain.com)



## WEDDING SERVICES

There are many companies in the area that offer wedding services to help make your day extra special. Please note that you are responsible for making your own arrangements for these services. While Castle Mountain Chalets is happy to provide a beautiful setting, state-of-the-art facility and comfortable accommodations for you and your guests, we do not offer wedding coordination services.

**Marriage Licenses:** <http://www.banffbureau.com/bureau/marriage.htm>

### Wedding Planner:

1) Signature Weddings by Jenna 403-621-3819 [www.signatureweddingsbyjenna.ca](http://www.signatureweddingsbyjenna.ca)

### Caterer:

1) Patti's Pantry Catering 403-609-7051\*\*\* [www.pattispantrycatering.com](http://www.pattispantrycatering.com)  
2) Greisser Spoon 403-767-3637 [www.griesserspoon.com](http://www.griesserspoon.com)

### Marriage Commissioners:

1) John Stutz (Mayor of Banff) 403-762-4076\*\*\* [info@mountainmarriages.ca](mailto:info@mountainmarriages.ca)  
2) Rick Kunelius 403-762-3852  
3) Carl Shields 403-762-2477  
4) Karyn Faryna 403-762-4443  
5) Robin White 403-762-8098

### Florists:

1) Alpha Floral Design 403-609-0110  
2) Alpine Flower Gallery 403-762-8600  
3) Forget Me Not Flowers 403-762-4111\*\*\*  
4) Elements Floral Design Studio 403-678-4554  
5) Willow Haven Flower Design 403-678-6775  
6) Safeway 403-762-5378

(\*\*\* recommended vendors)



### **Hair Salons:**

- 1) Clipso Hair Design Studio 403-762-4288\*\*\*
- 2) Hair Company at the Mount Royal 403-762-3087

### **Formal Wear – Rental:**

- 1) Spence's Sportswear 403-678-2811

### **Limousines:**

- 1) Alpine Limousine & Tours 403-762-5558

### **Horse Drawn Carriages:**

- 1) The Trail Rider 403-762-4551 [www.horseback.com](http://www.horseback.com)

### **Entertainment:**

- 1) D & J's DJ Services 403-678-9456
- 2) David Swanson & Associates 403-762-1994
- 3) Banff Enter. DJ Services 403-762-1994 [www.banffentertainment.com](http://www.banffentertainment.com)

### **Photographers:**

- 1) Vento Designs Inc. 780-478-4440\*\*\* 1-877-MY-VENTO
- 2) Bonner Photography 403-762-8030 [www.bonnerphotography.com](http://www.bonnerphotography.com)
- 3) Brenda Falvey Photo. 403-762-9470 [www.falveyphotography.com](http://www.falveyphotography.com)
- 4) Highland Photography 403-609-3611 [www.highlandphoto.ca](http://www.highlandphoto.ca)
- 5) Jamen Rhodes 403-708-9442 [www.jamenrhodes.com](http://www.jamenrhodes.com)
- 6) Mountain Light Studios 403-678-2152 [www.mountainlightstudio.com](http://www.mountainlightstudio.com)
- 7) Malcolm Carmichael Peak Photography 403-762-3516 [www.carmichaelphoto.com](http://www.carmichaelphoto.com)
- 8) Richard Brown Photography 403-678-3237 [www.richardbrownphoto.ca](http://www.richardbrownphoto.ca)
- 9) Roy Anderson 403-762-2691 [www.royandersonphotography.com](http://www.royandersonphotography.com)
- 10) Tinbox Photography 403-431-0752 [www.tinbox.ca](http://www.tinbox.ca)

(\*\*\* recommended vendors)



**Videographer:**

- 1) Tracker Productions (Les McDonald) 403-762-8788
- 2) Alta Resort Productions (John Thiessen) 403-678-9959
- 3) Banff Video 403-678-0339

[www.banffvideo.com](http://www.banffvideo.com)



## **TERMS AND CONDITIONS**

### *Deposits*

1. A non-refundable deposit of \$500.00 is required at the time of booking (this deposit will be applied to your final invoice).
2. 50 per cent of the estimated total invoice is to be paid 60 days prior to the event (this does not include the initial deposit). This would include room charge, clean up/set up fees, special event licenses, alcohol required and any other special requests.

### *Cancellation*

1. If the function is canceled with 30 days notice (or more), the second deposit will be refunded.
2. If the function is canceled with less than 30 days notice, all deposits shall be non-refundable.

### *Food and Beverage*

1. Castle Mountain Chalets must approve any caterers coming in to use the facility. Arrangements can be made to supply your own catering, however prior arrangements must be agreed upon by the General Manager (to ensure food handling, etc).
2. Proper licensing must be obtained by the guest if he/she requires alcoholic beverages at the event.
3. For any event, the liquor and special event license must be purchased from Castle Mountain Chalets.

### *Other*

1. You must be a guest staying at the resort to be able to rent the Activity Centre for your event.
2. We cannot guarantee access to the function space more than five hours prior to your scheduled event.
3. Castle Mountain Chalets is not responsible for damages to or loss of any article left at the resort, prior to, during or after any function by the guest.
4. Should any damage to the Castle Mountain Chalets property occur due to negligence of members in the invited group, a charge will be added to the final bill, payable upon checkout.
5. Rental of the Activity Center (banquet space) is \$500.00. There is a set up/cleaning fee of \$250.00.
6. We cannot guarantee guest check in until 4:00 p.m.
7. Rice / confetti inside or outside the resort are not permitted. This is a restriction of Banff National Park.
8. The 3 one bedroom apartment suites must be rented by the wedding guests or party as they will not be rentable to the other guests who are not attending the wedding (noise factor).
9. Children must be supervised by an adult at all times.
10. Decorating is the responsibility of the guest.
11. Smoking is not permitted in any of the guest rooms or function rooms. Charges will apply to those who do not respect this policy.



12. A minimum two-night stay applies to any weekend wedding.
13. If you book the entire resort, the rental fee for the venue space is waived.
14. Music is permitted, however you must pay the SOCAN licensing fee.
15. As per the liquor license, functions will end at 1am, with an hour to clear the space after. If the whole resort is not rented out to your guests, we ask that music be turned down at midnight.



## **BOOKING AGREEMENT**

I, \_\_\_\_\_ (insert name), have read through and agree to the terms and conditions set forth by Castle Mountain Chalets. I understand the following:

- The deposit of \$500.00 at the time of booking is non-refundable
- I must take responsibility for my guests, paying any extra fees incurred due to damage, violation of the non-smoking policy and/or loss of revenue to Castle Mountain Chalets due to disturbances of other guests of the resort
- The second deposit is required 60 days prior to my event and is refundable if I cancel at least 30 days prior to the scheduled date of my event.
- The minimum two-night stay is required for any weekend weddings.
- The Liquor Permit and Liquor will be purchased from Castle Mountain Chalets

## **AUTHORIZATION**

Client Name: \_\_\_\_\_

Client Signature: \_\_\_\_\_

Witness Name: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Management Signature: \_\_\_\_\_

Date: \_\_\_\_\_