

2024 MEETING PACKAGES

Four Points by Sheraton
Mississauga Meadowvale

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Mississauga, ON L5N 4G8
Canada

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BREAKFAST



BREAKFAST

Minimum requirement of 10 people. All Breakfasts are served with freshly brewed Rainforest Coffee and select herbal teas.

The Continental

Chilled Fruit Juices, Assorted Danish, Muffins and Croissants, Preserves and Butter, Sliced Fresh Fruit, assorted yogurts \$20 pp

The Mississaugan

Chilled Fruit Juices, Assorted Danish, Muffins and Croissants, Preserves and Butter, Sliced Fresh Fruit, Scrambled Eggs or frittata, Bacon and Sausage, Home Fries, assorted yogurts \$27 pp

TO COMPLEMENT YOUR BREAKFAST

French Toast or Pancakes or Waffles with Syrup \$6 pp
Assorted Breakfast Cereals with Milk \$6pp
Assorted Bagels and Cream Cheese \$6 pp
Assorted Fruit Yogurts \$6 ea

COFFEE BREAKS

All Breaks are served with freshly brewed Rainforest Coffee and select herbal teas, except for The Energizer, which is served with Bottled Water and Decaffeinated Coffee.

Take a Dip

Fresh Raw Vegetable Sticks with Ranch and Blue Cheese Dips \$18 pp

The Nutritional

Sliced Fresh Fruit and Berries, All Natural Granola Bars, Assorted Low Fat Fruit Yogurts and Bottled Water \$22 pp

Chocolate Treat

Chocolate Chip Cookies, Chocolate Biscotti, Chocolate Milk \$22 pp

The Four Points

Assorted International Cheeses and Crackers, Sliced Fresh Fruit and Berries \$25 pp

Sweet & Salty

Assorted Chocolate Bars, Granola Bars and Assorted Chips \$22 pp

BREAKFAST



Minimum order of CA\$300 + taxes

A LA CARTE

Danish, Muffins and Croissants	\$5 ea
Fresh Baked Home Made Scones	\$5 ea
Bagels and Cream Cheese	\$7 ea
Assorted French Pastries	\$5 ea
Fresh Baked Banana Bread or Cranberry Loaf (1 loaf is 12 slices)	\$28 loaf
Freshly Baked Cookies	\$4 ea
All Natural Granola Bars	\$5 ea
Chocolate Brownies	\$4 ea
Individual Fruit Yogurt	\$4.50 ea
Platter with International Cheeses, Fresh Fruit and Crackers (serves 10)	\$115 ea
Platter of Sliced Fresh Fruit (serves 10)	\$85 ea
Crudités Platter with Fresh Raw Vegetables with Creamy Dip (serves 10)	\$75 ea
Fresh Brewed Coffee (10 Cup Thermos)	\$45 ea
Fresh Brewed Coffee (30 Cup Urn)	\$99 ea
Pot of Tea (6 Cup Thermos)	\$24 ea
Assorted Soft Drinks	\$4 ea
Bottled Water	\$4 ea
Perrier Mineral Water	\$5 ea
Milk - Individual 2% or 1% Chocolate (250 ML)	\$4 ea
Assorted Bottled Juices	\$4 ea

MEETING PACKAGE #1

Minimum 10 guests **\$79 per person**

Minimum Meeting Room Rental

Fast & Free Wi-Fi (Fiber Optic)

Complimentary Parking

Local Phone Calls

Flipchart with Markers

Continental Breakfast

Chilled fruit juice

Oven fresh assorted muffins, croissants and Danishes

Freshly brewed Coffee
and select herbal teas

Add to your Breakfast.

French toast or pancakes or waffles **\$5 pp**

Assorted Breakfast Cereals with Milk **\$5 pp**

Morning Break

Freshly brewed Coffee and select herbal teas

Add to your Breaks

Granola bars or sliced fruit or fruit yogurts **\$6 pp**

Working Lunch

Fresh crudites with dip

Macaroni salad

Tossed green salad with assorted dressings.

Assorted sandwiches on a variety of breads with assorted accompaniments (vegetarian options included)

Assorted pastries

Freshly brewed Coffee and select herbal teas

Afternoon Break

Freshly brewed Coffee and select herbal teas

Assorted freshly baked cookies, chips or chocolate bars or chocolate brownies - option to substitute*

ENHANCE YOUR BREAKS FOR AN ADDITIONAL \$10 PP

Chocolate Treat

Chocolate chip cookies, chocolate dipped strawberries, chocolate biscotti, chocolate milk

The Refresher

Fresh fruit skewers with fruit yogurt dip, freshly baked cookies

Double Dip

Marshmallows & biscotti with chocolate fondue

Sugar Rush

Assorted chocolate bars, gummies & M&Ms

Audio Visual

Screen..... \$80 per day

LCD Projector.....\$175 per day

All other AV requirements may be discussed further.

Dietary Charge: Special meals and requirements may be prepared at an additional charge. Taxes (13%) and Gratuities (15%) are extra. Prices and menus subject to change without notice.

MEETING PACKAGE #2

Minimum 15 guests **\$89 per person**

Minimum Meeting Room Rental

Fast & Free WiFi (Fiber Optic)

Complimentary Parking

Local Phone Calls

Flipchart with Markers

Continental Breakfast

Chilled fruit juice

Oven fresh assorted muffins, croissants and Danishes

Freshly brewed Coffee
and select herbal teas

Add to your Breakfast

French toast or pancakes or waffles \$5 pp

Assorted Breakfast Cereals with Milk \$5 pp

Morning Break

Freshly brewed Coffee and select herbal
teas

Add to your Breaks

Granola bars or sliced fruit or fruit yogurts \$6 pp

Working Lunch

The seasonal lunch of the day. Please refer to the seasonal menus included in this document.

Afternoon Break

Freshly brewed Coffee and select herbal
teas

Assorted freshly baked cookies, chips or chocolate
bars or chocolate brownies - option to substitute*

**ENHANCE YOUR BREAKS
FOR AN ADDITIONAL \$10 PP**

Chocolate Treat

Chocolate chip cookies, chocolate dipped strawberries,
chocolate biscotti, chocolate milk

The Refresher

Fresh fruit skewers with fruit yogurt dip,
freshly baked cookies

Double Dip

Marshmallows & biscotti with chocolate fondue

Sugar Rush

Assorted chocolate bars, gummies & M&Ms

Audio Visual

Screen..... \$80 per day

LCD Projector.....\$175 per day

All other AV requirements may be discussed further

MEETING PACKAGE #3

Minimum 15 guests

\$99 per person

Minimum Meeting Room Rental

Fast & Free WiFi (Fiber Optic)

Complimentary Parking

Local Phone Calls

Flipchart with Markers

Hot Breakfast

Fresh seasonal sliced fruit

Bacon and sausage

Home fries

Scrambled eggs

Oven fresh assorted muffins, croissants and Danishes

Preserves and butter

Chilled fruit juice

Freshly brewed Coffee and select herbal teas

Add to your Breakfast

French toast or pancakes or waffles \$4 pp

Assorted Breakfast Cereals with Milk \$4 pp

Morning Break

Freshly brewed Coffee and select herbal teas

Add to your Breaks

Granola bars or sliced fruit or fruit yogurts \$6 pp

Working Lunch

The seasonal lunch of the day. Please refer to the seasonal menus included in this document.

Afternoon Break

Freshly brewed Coffee and select herbal teas

Assorted freshly baked cookies, chips or chocolate bars or chocolate brownies - option to substitute*

*ENHANCE YOUR BREAKS FOR AN ADDITIONAL \$10 PP

Chocolate Treat

Chocolate chip cookies, chocolate dipped strawberries, chocolate biscotti, chocolate milk

The Refresher

Fresh fruit skewers with fruit yogurt dip, freshly baked cookies

Double Dip

Marshmallows & biscotti with chocolate fondue

Sugar Rush

Assorted chocolate bars, gummies & M&Ms

Audio Visual

Screen..... \$80 per day

LCD Projector.....\$175 per day

All other AV requirements may be discussed further

WORKING LUNCH MENUS

Please note that working lunches are pre-selected. You may choose to select another lunch selection.
An \$8 per person fee will apply when choosing another Lunch

Weekend events can select any lunch menu preferred.

Mondays – The Salad Bar

Chef's Soup of the day

Assorted Dinner Roles

Mesculin Mix Lettuce

Romaine Lettuce, Baby Arugula,

Carrots, Peppers, Cherry

Tomatoes, Cucumbers, Onions,

Parmesan, Sunflower Seeds,

Chopped Eggs, Feta, 5Bean Salad,

7 Grain Sald, Roasted Salmon,

Grilled Chicken Breasts, &

Portobello Mushrooms Cranberry

Loaf

Assorted Pepsi Products

Freshly brewed Coffee and select herbal teas

Tuesday – We the North

Dinner Rolls

Potato Salad

Assorted Greens with Cherry Tomatoes, Peppers, & Carrots

Smoky BBQ Chicken

Roasted Cauliflower

Homemade Mac and Cheese

Swirl Cheesecake

Assorted Pepsi Products

Freshly brewed Coffee and select herbal teas

Wednesday - The Roma/Italian

Orzo Salad with Arugula

Cherry Tomatoes & Pesto

Caesar Salad

Stacked Eggplant with Mozzarella Cheese, Tomato Sauce and Fresh Basil

Chicken Cacciatore

Spaghetti with Beef Bolognese Sauce

Focaccia Garlic Bread with Parmesan Cheese

Tiramisu

Assorted Pepsi Products

Freshly brewed Coffee and select herbal teas

Thursday – The Danforth

Greek Salad with Feta, Kalamata

Olives, Cucumbers, & Greek

Dressing

Grilled Vegetable Platter with Oregano Balsamic Glaze
Pita Bread

Spanakopita

Chicken Souvlaki

Buttered Baby Carrots

Rice Pilaf

Tzatziki Sauce

Assorted Freshly Baked Cookies

Assorted Pepsi Products

Freshly brewed Coffee/select herbal teas

WORKING LUNCH MENUS

Friday – Burger Bar

Potato Salad with Garlic Aioli

Caesar Salad

Peaches & Cream Corn Kernels with

Basil Butter

Grilled Beef Burgers

Black Bean Burgers

Brioche Buns with Traditional

Accompaniments and Condiments

Shoestring Fries

French Pastries

Assorted Pepsi Products

Freshly brewed Rainforest Coffee and select

herbal teas

TERMS & CONDITIONS

Thank you for your interest in booking your event with the Four Points by Sheraton Mississauga Meadowvale. We are committed to providing excellent service and ensuring that your event runs perfectly. The following information is intended to assist our clients to understand the policies and procedures of the hotel, which are out in place to guarantee a level of responsibility for all parties concerned.

Catering

For the protection of our guests, only food provided and prepared by the Hotel is permitted to be served on our premises. Food and Beverage brought in from any other source is strictly prohibited and will be removed if found to be served in a meeting room. An exception to this condition may be in the case of a wedding where we may permit the guest to provide their own wedding cake if they so desire. In compliance with the Regional Health Department, food is not allowed to be taken home by the convenor or any guests attending the function. Alcoholic beverages will be served in accordance with the Regulations of the Liquor License Board of Ontario.

Menu Selection

Guaranteed food and beverage requirements must be submitted to the Catering Sales Office a minimum of two weeks prior to the function date in order to ensure the availability of the items.

One menu is required for all guests; however special dietary substitutions can be made available upon request with advance notice. All prices are subject to change without notice. Prices shown on a contract, only when signed, will be guaranteed. Prices are subject to applicable taxes and gratuities.

Guarantee

In order to guarantee this space for the set function date(s) a signed contract must be received along with a payment guarantee no later than one week from the date the contract has been sent via email or fax to the client. The Hotel reserves the right to cancel meeting space if a signed contract is not received within the allotted time. The Hotel will make every attempt to contact the client prior to releasing the space.

An estimated number of attendees is required at the time of booking. Final guaranteed numbers must be received 7 business days prior to the date of the event. If a guarantee is not received, it shall be assumed to be the highest figure as most recently supplied by the client. The client will be charged according to the guaranteed number or the actual number in attendance, whichever is greatest. Should your guaranteed numbers drop below 85% of the original estimate, the Hotel reserves the right to renegotiate applicable meeting charges and allocated function space.

Taxes and Service Charges

All menu prices are subject to Provincial and Federal taxes as well as a 15% service charge on all food and beverage items.

Cancellation

The Hotel's cancellation policy is as follows:

Upon signing a contract to one month prior to the established function date, 50% of the total cancelled revenue amount is due. Should the event cancel one month to one week of the established function date, 75% of total cancelled revenue amount is due. If the event is cancelled within one week of the established function date, 100% of the total cancelled revenue amount is due.

The performance of this agreement by either party is subject to acts of God, war, government disorder, curtailment of transportation facilities, or other emergency, making it inadvisable, illegal or impossible to provide the facilities or to hold the meeting. It is provided that this agreement may be terminated for one or more of such reasons by written notice from one party to another.

TERMS & CONDITIONS

Deposits

When booking a social function, such as; Birthday parties, Christmas parties, Baptisms, Weddings etc. a minimum deposit of \$1000 is required along with a signed contract. Should the event cancel after the deposit and signed contract are received, the deposit will be forfeited to the Hotel. Corporate meetings do not require a deposit; however a method of payment is due along with a signed contract and should the event cancel after a signed contract is received, the Hotel reserves the right to invoice or charge the client as per the method of payment received.

Function Rooms

The Hotel reserves the right to reallocate meeting space due to changes in numbers, set-up requirements, service items, or should it be necessary due to unforeseen circumstances. Such changes may occur without prior notice; however the Hotel will make every effort to contact the client beforehand.

The Hotel will provide notepads, pens, mints and ice water for all meetings. Function space is guaranteed to the client as specified on the agreed contract. Should the room be required earlier or later than the specified times due to set up or breakdown, please make arrangements with the Catering Sales Department in advance. An additional fee may be applied should a 24-hour hold be required.

The Hotel is not liable for any loss or damage to products, displays or equipment left in a function room. Rooms will be locked each night, however we do not advise valuable materials to be left in meeting rooms at night. Should it be required, the Hotel can arrange for private security at an additional charge.

Once the room has been set-up according to the agreed contract, should the client decide to make any changes to the room set up a minimum fee of \$150 will be applied to do so. Charges may vary depending on the size of the room and labor involved.

The use of thumbtacks, staples, nails or any other type of material which could cause damage to the floor, ceilings or walls is prohibited. Any damages which occur in a function room will be charged to the client.

Shipping/Deliveries

Clients must provide own labor for unloading trucks, transporting exhibits or displays to the function room and setting up or dismantling of products. Deliveries will be received no earlier than 72 hours prior to the function date, unless otherwise arranged with the Sales Department.

All deliveries must be addressed to the hotel with the name of the hotel contact, name, and date and room name of the meeting/function. Shipments will not be accepted if the items fail to contain the necessary information.

There will be no fee for incoming packages to be received by the hotel for a function when packages are received no earlier than three days prior to the function.

Oversized boxes or skids of boxes which require our service to move the items to the meeting room are charged to the client at a fee of \$5 per box.

The Hotel is not responsible in any way for the shipment of outgoing packages. The client must provide and complete all required shipping documents with their own account number as well as arrange the pick up for the delivery and transfer of boxes to the loading dock. Should the hotel be requested to arrange such a service on behalf of the client, a charge of \$25 for the first four packages and \$10 for each additional package will apply.

Audio Visual Equipment

A limited number of meeting rooms do come equipped with standard AV equipment such as LCD projector, screen, flipcharts and whiteboards. For rooms that are not equipped, such equipment can be arranged for a fee through our Sales Department. Please speak with your Sales Representative for further details.

WiFi in the Hotel is complimentary however, we do not guarantee the bandwidth.

ACCOUNTS AUTHORIZED SIGNATURE

DATE