



SPECIAL EVENTS

An Event to Remember



PLANNING YOUR SPECIAL EVENT

We provide one-on-one consultations throughout your planning period with the goal of making your event one to remember.

HALL RENTAL FEE

Hall rental includes the following:

- Tables and chairs
- Set up and tear down
- Licensed bar and bartender
- Wired mic and podium
- Climate control
- Free parking
- Space for up to 200 (Wedgewood Hall) or 100 (Salon Acadien); fewer if you are including a dance

FOOD SERVICE

Wedgewood Hall has a Food Service License.

Under Department of Health guidelines, all food service must be provided by Wedgewood Hall, with the exception of special occasion cakes and packaged snacks such as chips and candy.

The price for your menu choice includes the following:

- Food prepared on site in our commercial kitchen by our chef
- Serving staff
- Table linens
- All necessary place settings and utensils

Please note: Wedgewood Hall will do its best to accommodate special dietary needs; however, the kitchen must receive at least 72 hours notice of such requirements.

Wedgewood Hall cannot 100% guarantee safety for those with severe, life-threatening food allergies.

Buffets, while served buffet style, are priced PER PLATE, one plate per confirmed guest. Seconds are not guaranteed but are at the discretion of Wedgewood Hall Management.

DECORATIONS

Option #1:

Wedgewood Hall can provide full service decoration for your special day. We customize the packages for your event. We do all the work; you enjoy your evening.

Option #2:

You may wish to rent only some items from Wedgewood Hall and provide other items yourself.

Option #3:

You may wish to do all the decorating yourself or hire an outside decorator.

Both halls are fully decorated for the Christmas season.

Please note: any and all items brought in by the renter MUST be removed immediately after the event. Wedgewood Hall cannot store items for pickup later.

ADDITIONAL INFORMATION

A screen and digital projector available to rent to present your personal slide show; however, you must provide the laptop (Windows or Linux OS).

Candles are permitted, votive or tealight, provided they are enclosed.

Bubbles are not permitted inside the hall for reasons of safety.

Confetti is not permitted inside or outside the facility.

MUSIC

Wedgewood Hall can provide background music as required.

DJ service and/or equipment need to be provided by the renter.

BAR SERVICE

Wedgewood Hall is a licensed facility and provides the following:

- Bar staff
- All alcoholic beverages for the function
- Special requests can be provided through Wedgewood Hall

In accordance with NB Liquor Laws, NO alcohol, including for gifts and/or party favours, other than that sold by Wedgewood Hall is permitted.

The bar operates during the function only.

The bar closes when the DJ is done or 2:00 am, whichever comes first.

All guests must vacate the premises within 30 minutes of closure of the bar.

PARKING

Free parking is available in the following areas:

- The parking lot between Curl Moncton and the Kiwanis ball field
- The Kiwanis ball field parking lot off of Limerick Street (area directly in front of the Gymnos building is reserved for the Gymnos clients)
- On the street along the east side of Lockhart, Shirley and Norwood Avenues

ACCESSIBILITY

Wedgewood Hall will be wheel-chair accessible by summer 2018.