

The main image shows the exterior of the Pemberton Valley Lodge. The building is a large, multi-story structure with dark red vertical siding and prominent yellow wooden beams and balconies. The entrance is covered by a large wooden awning supported by stone pillars. Two blue flags with the lodge's logo are flying from the entrance. The foreground shows a paved area, a green bicycle rack with two bicycles, and a landscaped garden with rocks and plants.

## Meeting & Event Planning Guide

## MEETING SPACE

Welcome to the Pemberton Valley Lodge. Whether you are planning a business meeting or personal event, let the Pemberton Valley Lodge make your function a success. The Lodge offers three executive meeting suites that accommodate up to 30 people for your next function. The meeting spaces can be configured for various purposes.

### Lillooet Suite

#### 8-Person Boardroom Style

Suite Dimensions:	20'2" X 12'4"
Ceiling Height:	8"10"
Full Day	\$500.00
Half Day	\$250.00



### Meagre Suite

#### 1-4 Person Round Table

Full Day	\$300.00
Half Day	\$150.00

### Café YPS

#### 18-Person Classroom Style

Suite Dimensions:	22'4" X 13'8"
Ceiling Height:	8"10"
Full Day	\$600.00
Half Day	\$300.00



All rates are subject to 8% PST & 5% GST.

## MEETING RENTALS

Flat Screen TV	\$35.00 <i>includes USB/HDMI attachment for laptop</i>
Podium	\$50.00
Flip Chart	\$15.00
Conference Phone	\$50.00
LCD Projector	\$50.00
Internet Switch	\$25.00
Portable Bar	\$150.00
Canopy Tent 10'X10'	\$100.00

## EXTRAS

The following rentals are included with in-house meeting rooms and catering rentals.

### Offsite rental pricing:

9 Tables 4'X30"	\$9.00ea
2 Tables 5' Round	\$9.00ea
40 Chairs	\$2.00ea
72 Wine Glasses	\$5.75/doz
72 Rock Glasses	\$5.50/doz
96 Water Glasses	\$5.75/doz
48 Coffee Mugs	\$9.00/doz
36 Knives	\$4.25/doz
36 Forks	\$4.25/doz
36 Spoons	\$4.25/doz
36 Tea Spoons	\$4.25/doz
36 Bowls	\$5.00/doz
36 Salad Plates	\$5.00/doz
36 Plates	\$5.00/doz

All rates are subject to 8% PST & 5% GST.

Rentals are per day based on a full 8-hour day.

## REFRESHMENTS & BREAKFAST

### Freshly Brewed Locally Sourced Coffee

Carafe of Coffee – 12 cups     \$20.00/Pot  
Assorted Tea                         \$1.50/Bag

### Cold Beverages

Assorted Bottled Fruit Juice     \$2.00/Bottle  
Assorted Canned Soft Drinks     \$2.00/Can  
Bottled 250ml Water               \$2.00/Bottle

### Breakfast Catering Packages

#### Continental Breakfast

Assorted fresh baked Croissants & Danishes  
Yogurt & Granola Parfaits  
Assorted Juices  
Coffee & Tea  
Price Per Person:                     \$25.00

## LUNCH PACKAGES

Minimum number of people required.

Lillooet & YPS Café:                 8 people  
Meager Suite:                             4 people

### Soup, Sandwich Lunch

Soup of the Day  
Assorted Sandwiches or Wraps  
Assorted Bottled Juice  
Price Per Person:                     \$25.00

### Sandwich & Salad Lunch

Assorted Sandwiches or Wraps  
Choice of Mixed Green, Potato or Pasta Salad  
Assorted Bottled Juice  
Price Per Person:                     \$25.00

### Cookies & Snacks

Price Per Person:                     \$2.50

All prices are subject to 8% PST & 5% GST and 18% Gratuity.