



**PARKSIDE
VICTORIA**
RESORT & SPA

WEDDINGS

YOUR GUIDE TO CELEBRATIONS AT PARKSIDE



Photo: Helene Cyr

Parkside Victoria Resort & Spa is a boutique wedding venue located across from historic St. Ann's Academy. Our team of experienced professionals will customize Parkside's uniquely designed ceremony and reception spaces to reflect the wedding of your dreams.

EVENT INQUIRIES

Congratulations on your engagement! We invite you to set up an appointment with one of our experienced planners for a personal introduction to Parkside. We look forward to speaking with you and invite any questions you may have regarding available dates, rates, services and bridal party spa packages.

Sincerely,

The Parkside Events Team --- Jennifer, Daniel & Chris
250.940.1200 ext. 8432
Events@ParksideVictoria.com

www.ParksideVictoria.com



CRYSTAL GARDEN ATRIUM



PENTHOUSE CITY CLUB LOUNGE



ROOFTOP GARDENS

CEREMONY - FROM \$895-1195*

- » Ceremony venue rental of Rooftop Gardens or Crystal Garden Atrium - couple's choice, both are held in case of rain
- » Complimentary ceremony parking for guests (max 4 hours)
- » Wedding Rehearsal in event space (must be scheduled in advance)
- » Wedding Concierge - dedicated hotel Event Coordinator on-site for wedding day
- » Use of resort grounds for photographs
- » Venues are suitable for capacities up to the following: Atrium [160 guests] | Rooftop [120 guests]

RECEPTION - FROM \$1295-1695*

- » Reception venue rental of City Club Lounge
- » Complimentary reception parking for guests (max 6 hours)
- » Wedding Concierge - dedicated hotel Event Coordinator on-site for reception day
- » Pre-event planning consultation with Event Coordinator
- » Use of resort grounds for photographs
- » City Club Lounge is suitable for up to 80 guests

RECEPTION & CEREMONY - FROM \$1795-2395*

- » Ceremony venue rental of Rooftop Gardens or Crystal Garden Atrium - couple's choice, both are held in case of rain
- » Reception venue rental of City Club Lounge
- » Wedding Rehearsal in event space (must be scheduled in advance)
- » Wedding Concierge - dedicated hotel Event Coordinator on-site for wedding day
- » Pre-event planning consultation with Event Coordinator
- » Use of resort grounds for photographs
- » Complimentary one night stay for wedding couple in a City Club One Bedroom Guest Suite

FAQ:

What areas are included for photographs?

Hotel lobbies, resort grounds, rooftop gardens, City Club Lounge and patios (if City Club is reception venue). Parkside is located in downtown Victoria, a short walk from Beacon Hill Park, St. Ann's Academy grounds and the famous Inner Harbour.

Does Parkside Victoria Resort & Spa provide decorations?

All packages include the event venues in their existing set-up, however your Sales representative would be happy to recommend local professional decorators familiar with our unique venues.

Is food and beverage included in the package?

Food and beverage is excluded from the package prices. Our preferred catering partners are will work with you to customize arrangements for your special day.

Can couples bring in an outside caterer?

Parkside Victoria Resort & Spa has selected preferred catering partners to ensure you and your guests have a memorable experience. Please contact your Sales representative for more information on our catering options.

Can couples bring their own wines and liquors?

A Special Occasion License is required for all events that include alcohol. Your Event Coordinator, or catering provider, would be pleased to assist you with the process and can advise on quantities. Your catering provider is able to offer full bartending services and we are pleased to recommend sommeliers.

Can couples bring their own cake or cupcakes?

All food and beverage must be arranged by one of our preferred catering partners.

Can the hotel arrange for witnesses or a marriage commissioner?

Your Event Coordinator would be happy to recommend local suppliers for all your event needs.

Is live music permitted for the ceremony and/or reception?

Parkside Victoria Resort & Spa does permit live music, providing it would not interfere with the experience of our resort guests. Please contact your Sales representative for more information.

What additional taxes or surcharges should I plan for?

Your wedding charges are subject to applicable taxes at the time of the function. Applicable taxes are subject to change without notice. All function charges are subject to a 15% service charge, which is subject to applicable taxes at the time of function. Please contact your Sales representative for more information.

What is your deposit structure?

A \$500 deposit is required to hold the space on a definite basis. 50% of the estimated remaining balance is due 60 days prior. The remaining balance is due 15 days prior.

What is your cancellation policy?

*90 days prior to the event - deposit is forfeited
60 days prior to the event - 50% of the total estimated charges
30 days prior to the event - 100% of the total estimate charges*

**package price is subject to 15% service charge and applicable taxes in effect at time of function*

**photos courtesy of Helene Cyr and Courtney Clarke*