



BANFF *Caribou* LODGE & SPA • 2025 *Wedding Guide*

Congratulations on your Engagement!



Thank you for considering us for your special day!

The Banff Caribou Lodge & Spa offers a warm atmosphere in a rustic setting for your special day. Say "I do" in one of the two function rooms, then enjoy your reception for up to 48 guests, with food supplied by the Keg Steakhouse's culinary team.

To request further information or to make an appointment please email: events@banfflodgingco.com



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Banquet Rooms & Capacities



Woodlands Room



Equipped with cork flooring, the Woodlands Room is the perfect setting for a party of 12 to 48 guests.
We can help you with your event layout, based on your wishes and number of guests.

Dimensions: 34' x 22.5'
Square Footage: approx. 765 sq. ft.
Max. Capacity: 48 (banquet), 48 (ceremony)

Tundra Room



The smaller of the event spaces, the Tundra Room is perfect for parties of up to 20 people.

Dimensions: 20' x 18.5'
Square Footage: approx. 370 sq. ft.
Max. Capacity: 16 (banquet), 20 (ceremony)

Ceremony & Reception Package



Ceremony & Reception Package Pricing 2025



Indoor Ceremony in the Tundra Room
Indoor Reception in the Woodlands Room

Ceremony & Reception Package \$1,350
Reception Only Package \$900

Sample Cost Estimate for 30 People

Ceremony & Reception:	\$1,350
Three course plated dinner:	30 x \$70 = \$2,100
Minimum bar spend:	\$500
Estimated cost:	\$3,950

- Estimates are a guide only. All rates are approximate and calculated on ceremony & reception packages and average menu pricing, rates and menus are subject to change. Price estimates do not include 5% GST or 18% gratuities. Restrictions may apply.
- A \$1,500 minimum food spend applies to Saturdays in Summer (May 1 – September 30) and all Canadian long weekends.
- A \$500 minimum beverage spend applies.

Reception only packages available.

Wedding Package Inclusions



Ceremony Package

Indoor Ceremony in the Tundra Room

Banquet Chairs

Signing table with white linen

Reception Package

Indoor Reception in the Woodlands Room or Tundra Room

Reception Room Rental from the morning of your wedding to add your décor. Event Space available until 11.00pm*

**Finish times cannot be extended (maximum until 11:00pm, with last drink call at 10:30pm).*

Evening prior access is possible at a cost of \$300, based on availability and confirmed 30 days prior to your event.

Banquet Tables 5ft round or 6ft rectangle for guests, wedding party, cake & gifts

Standard White **Table Linen**, **Napkins**, and **Tableware** including cutlery & glassware

Banquet Chairs

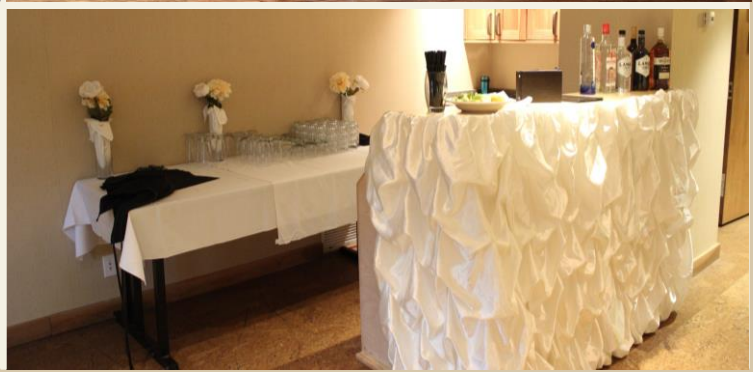
Cake Plating Fee

Bartender

Sound System

SOCAN & RE:SoundFees

Food & Beverage



Example Plated Menu



A Three Course Plated Dinner includes

Group choice of 1 salad

Guest's individual choice of entrée

All entrée are served with seasoned vegetables and chef's choice of potato

Chef's choice of one dessert

Salads

Caesar Salad

House Salad

Entrée

Alberta Prime Rib 10 oz. GF (DF)

Aged for extra flavor and tenderness, then rubbed in our unique blend of spices and slow-roasted to **medium**, served with vegetable garnish and garlic mashed potatoes

Pistachio Salmon GF (DF)

Served with garlic mashed potato and vegetables, topped and maple butter.

Blackened Chicken GF

Oven roasted, confit garlic butter, hot honey, garlic mashed potato, seasonal vegetables.

BBQ Pork Ribs (DF)

Pork back ribs grilled with our own BBQ sauce. Served with keg fries and classic vegetable garnish.

Vegetarian Chipotle Meatloaf VG

Chickpeas, mushrooms red peppers, chipotle tomato glaze, breadcrumbs, cauliflower mash

Dessert

Chef's Choice (GF/DF/V/VG)

Tea or Coffee

Soft Drinks

GF (DF)

Gluten-free; can be amended to accommodate dairy free

V, VG

Item is vegan, vegetarian

Hors d'oeuvres

These assorted platters will make your wedding's cocktail hour the highlight of the night!

Shrimp Cocktail	\$8.50	PP
Fruit Tray	\$7.50	PP
Vegetables & Dip	\$8.50	PP
Prime Rib Sliders	\$7.50	PP
Scallops & Bacon	\$7.50	PP
Calamari	\$8.00	PP
Loaded Nachos	\$7.00	PP
Garlic Shrimp	\$15	PP
Mushroom Neptune	\$16	PP
Escargot	\$15	PP

Children's Menu

We have great options for your younger wedding guests; kids under 12 y/o can choose from these options

Meals include a soft drink, juice, or milk, a choice of one entrée, one side and ice cream.

Entrée

Chicken Strips
Mini Keg Burger
Cheesy Noodles
Kids Sirloin

Sides

Keg Fries
Vegetables
Caesar Salad

Dessert

Ice Cream

\$15 to \$22 per child

Beverage Services



Bar Service Options

Host Bar

All drinks will be billed to the master account

Cash Bar

Wedding guests are responsible for their own drinks and pay the bartender directly at cash bar pricing

Ticketed Bar

A ticketed bar allows you to control the number of beverages offered by providing a set number of drink tickets billed to the master account.

A cash bar will be available thereafter

Toonie Bar

Guests will pay a predetermined amount towards all drinks, generally between \$2 - \$5 with all funds going directly to the wedding couple.

All charges will be billed to the master account

Honour Bar

Allow your guests to contribute as desired with an honour bar. Simply set up a jar on the bar to collect contributions. All charges will be billed to the master account

Current Bar Prices



	Cash Bar	Host Bar
Hi Balls 1oz	\$9.50 per ounce	\$9.00 per ounce
Cocktail 1oz	\$9.50 per ounce	\$9.00 per ounce
Domestic Beer 341ml	\$7.50 per bottle	\$7.00 per bottle
Imported Beer 330ml	\$9.50 per bottle	\$9.00 per bottle
Glass of House Wine 6oz	\$9.00 per glass	\$8.50 per glass
Bottle of House Wine 26oz	\$34.00 per bottle	\$32.00 per bottle
Liqueurs & Cognac 1oz	\$9.50–10.50 per ounce	\$9.00–10.00 per ounce
Premium Liquor 1oz	\$11.50 per ounce	\$11.00 per ounce
Juices	\$5.25 per glass	\$5.00 per glass
Mineral Water	\$9.50 per 330ml	\$9.00 per 330ml
Soft Drinks	\$4.25 per glass	\$4.00 per glass

*Special orders not on our menus must be purchased by the bottle or the case.

Add a little something extra with these welcome drinks

Prosecco Toast \$42 per bottle 26oz

Welcome your guests arriving at your wedding reception with a chilled glass of bubbles, served Butler style. Sparkling Apple Cider available for minors & non-drinkers.

Signature Cocktails (1oz) \$12 p.p.

Your guests will be wowed when welcomed with your signature cocktail. Develop one of your own or rename and use one of our tried and tested recipes.

Accommodations



Guest Rooms at Banff Caribou Lodge & Spa



Stay with us

The **Banff Caribou Lodge & Spa** offers a variety of standard hotel rooms, superior hotels rooms, and suites with jetted spa tubs. Pets are welcome in some rooms on request for a fee.

When booking your wedding package with us, we are happy to extend discounted rates to you and your wedding guests:

15% off our Best Available Rate from May 1 to September 30

20% off our Best Available Rate from October 1 to April 30

Discounts are not available during Canadian long weekends & during the Holiday Period.
Terms & Conditions apply.

Local Wedding Service Providers



Banff Mountaintop Flowers



KAKE by Darcie Canmore



Darren Roberts



Highland Executive Chauffeur Inc.

Local Vendors



Local Wedding Planners

Rocky Mountain Weddings
587-222-0026 · rockymountainweddings.ca

Mountainscape Weddings
403-760-5431 · mountainscapeweddings.ca

Elope in Banff
403-762-3516 · elopeinbanff.ca

Cake Companies

KAKE by Darci – Canmore
403-609-8482 · kakecanmore.com

Local Wedding Favors

Rocky Mountain Soap Co.
403-762-5999 · rockymountainsoap.com

Mountain Chocolates
403-762-2262

JK Bakery
403-678-4232 · jkbakery.ca

Florist

Banff Mountain Top Flowers
403-762-8600 · banffmountaintopflowers.com

Specialty Linens & Décor

Mountain Event Rentals Banff
403-762-2272 · mountaineventrentals.ca

ChairFlair Calgary
403-923-8751 · chairflair.ca

Photo Booth

Happy Times Photo Booth
403-990-2702 · happytimesphotobooth.ca

Music

Class Act DJ Services
1-800-661-6044 · classactdj.com

Livin' & Dancin' DJ Services
403-609-3546 · banffcanmoreDJ.com

High Steppin' Daddy
Highsteppindaddy.com

Angel-Deborah Nyack, Harpist
403-678-6509 · harpangel.com

Bel Canto Strings
403-257-4981 · belcantostrings.com

Featured Photographers

Alpine Peak Photography
403-762-3516 · carmichaelphoto.com

Rocky Mountain Photo Co
403-760-2933 · rockymountainphoto.co

Black & White Photo Film
403-953-0078 · yourblackandwhite.com

Kim Payant Photography
403-497-5111 · kimpayantphotography.com

Aydin Productions Ltd
Aydinodyakmaz.com

Orange Girl
403-431-3464 · orangegirl.com`

Local Vendors



Featured Photographers

Mountain Wedding Videos
403-760-7998 · mountainweddingvideos.com

Transportation

Highland Executive Chauffeur Inc.
1-800-991-6571 · highlandvip.com

Discover Banff Tours
403-760-5007 · banfftours.com

Banff Airporter
1-888-449-2901 · banffairporter.com

Beauty

Botega Salon & Gallery
403-760-3087 · botegahair.com

Beatnik Salon (hair & make-up)
403-985-5550 · beatniksalon.com

B-Towne Salon
403-762-0505 · b-towne.com

Esthetics & Spa Services

Red Earth Spa
at the Banff Caribou Lodge
403-762-9292 · reearthspa.com

Meadows Spa & Pools
at the Moose Hotel & Suites
403-760-8577 · banffmeadowspa.com

Childcare

My Hotel Sitter
403-762-3661 · myhotelsitter.com

Town of Banff Public Wedding Ceremony Sites

Town of Banff
403-762-1235 ·
E: rentals@Banff.ca
banff.ca/Weddings

Licensing & Registration

Banff Bureau
banffregistry.ca

Marriage Commissioners

Faryna, Karyn Audrey
403-762-8098
E: info@banfflakelouiseweddings.com
banfflakelouiseweddings.com

Jackson, Marie-Eve (Weddings by ME)
403-762-9296
E: Marieeve.Jackson@gmail.com

Shields, Carl J.
403-762-2430
E: info@weddingsbanff.com
weddingsbanff.com

White, Robin R.
403-760-4867
E: info@banfflakelouiseweddings.com
banfflakelouiseweddings.com

Guidelines & Conditions



Deposit & Final Payments

The Venue requires a non refundable deposit in the amount of \$1500, which the Venue must receive with the signing of our contract in order to guarantee a hold on the space. A secondary deposit of \$1500 is due Sixty (60) days prior to the event. If the deposits are not received, the Venue will no longer be required to continue to hold the space requested.

Full payment is due a minimum of Twenty- One (21) days prior to the event with payment for any additional charges incurred during the event due by 11:00 am the following day.

Catering & Event Arrangement Deadlines

Food & Beverage will be charged according to the guaranteed number of guests or on consumption, whichever is greater. If no guaranteed number is provided, the estimated attendance on the final signed contract will serve as the guarantee. A 20% reduction in the original contracted guest count can be made without penalty up to Twenty-One (21) days prior to the event. Further reductions made within Twenty-One (21) days prior to the event will result in the full charge of anticipated food & beverage revenue.

Menu Choices	Final menu selections must be submitted a minimum of Forty-Five (45) days prior to the event.
Seating Chart	Final seating chart must be submitted a minimum of Thirty (30) days prior to the event.
Floor Plan	Final floor plan must be must be signed and returned with Thirty (30) days prior to arrival.
Banquet Order	All functions will receive a Banquet Event Order outlining all event food & beverage services, which must be signed and returned with Thirty (30) days prior to your event.
Final Count	Final Guaranteed Guest Counts are due Twenty One (21) days prior to your event.
Catering	Individual Entrée Choices (If a plated menu is chosen) are due Twenty One (21) days prior to your event, along with a seating chart indicating specific plated orders. Wedding Couple is to provide colour coded place cards or place cards with a symbol indicating choice.

Cancellation Policy

Should it be necessary to cancel your wedding for any reason, the Venue will suffer damages. Wedding Couple agrees to pay the Venue, at the time of cancellation, a liquidated damages fee, as follows:

- Cancellations received outside of Ninety (90) days prior to arrival date, a cancellation fee equal to your non-refundable first deposit (\$1500) will be retained by the Venue.
- Cancellations received more than Sixty (60) days but less than Ninety (90) days prior to arrival date, a cancellation fee equal to 50% of the total anticipated event revenue.
- Cancellations received less than Sixty (60) days prior to arrival date, a cancellation fee equal to 100% of anticipated event revenue.

All cancellations must be received and confirmed in writing to the Events Department by email to events@banfflodgingco.com

Force Majeure

The performance of this Agreement by either party is subject to acts of God, government (Including Covid-19 Imposed Event Restrictions), authority, disaster, or other emergencies, any of which make illegal or impossible to provide the facilities and/or services for your event. It is provided that this Agreement may be terminated for any one or more of such reasons by written notice from one party to the other without liability.

FAQ's





Décor FAQ

Can we access the venue for planning?

Absolutely, we just ask that you make an appointment prior so we can make sure the space is available for you.

Can I have items delivered and stored prior to the wedding?

Storage of goods shipped prior to the event is subject to prior arrangements and space availability. The venue is not responsible for any lost, stolen, or damaged items.

When can we set up our décor?

You will have access to the banquet room in the morning of your wedding day. Evening prior access is possible at a cost of \$300, based on availability and confirmed 30 days prior to your wedding date. All décor must be removed from the banquet room by 9:00am on the day after the wedding.

Can the venue set up and remove our decorations?

For an additional fee of \$600 the hotel will set up your chair covers, chair ties, table runners and head & cake table simple skirting the night prior to the wedding. All décor must be delivered to the hotel a minimum of Two (2) full days prior to wedding day. For an additional fee of \$300 the hotel will dismantle your décor and set it aside for pick up on the following morning. Décor must be removed from the reception banquet room by 9:00am the day after the wedding. The venue is not responsible for any lost, stolen, or damaged items.

What décor items are permitted by the venue?

Flowers · You are welcome to bring flowers and they can be delivered to the venue on the day of the wedding only.

Non Drip Candles · Dripless candles placed in your own containers are permitted on the guest tables. The wick must be a minimum of 2 inches below the rim of the container.

Centrepieces · Centrepieces can be provided and set-up by the wedding party.

Hanging Items · Provided no damage is caused to walls or light fixtures, installation of hanging décor is permitted and can be undertaken by the wedding party. Please let us know in advance what you have in mind.

Tableware · You may bring in your own tableware, including speciality cutlery, glassware and charger plates. The hotel is not responsible for loss, damage or cleaning of these items.

What is not permitted?

The use of confetti, sparkles, glitter, bird seed or alike are not permitted in or outside the venue. The use of candle sticks, nails, thumbtacks, scotch tape or staples are not to be used in any banquet room. Any damages caused by the use of these items will result in a charge to the master account/convener. Should damages occur in a function room or guestroom due to the negligence of members of the wedding group, an assessment for damages will be added to the master account/ convener bill upon departure.



On your Wedding Day FAQ

Where do my
guests park?

Complimentary parking is available at all of our venues for those staying overnight in our hotels. All other guests must use alternate parking.

How long can the
reception last?

Until 11.00pm. Times cannot be extended. The maximum is until 11:00pm, with the last drink call at 10:30pm.

Do you provide an
Emcee?

The venue will not provide an Emcee. We suggest a family member, close friend, band leader or DJ to emcee the event.

Who is my onsite
contact person?

Fourteen (14) days prior to arrival your Sales & Catering Coordinator will transfer your wedding file to the Food & Beverage Manager of the venue. From this time onwards, the Food & Beverage manager will be your primary contact and will be on hand the day of to ensure all goes well.

Can our dog or cat
be part of our
wedding?

Unfortunately our indoor banquet spaces at the Banff Caribou Lodge & Spa are not pet friendly. Some of our guestrooms are pet-friendly and the pet-friendly room must be requested at time of booking to guarantee a pet room. A pet fee of \$25.00 applies per pet, per night. We do ask that your pets are not left unattended in the room.



Food & Beverage FAQ

Are menu prices guaranteed?

Due to the fluctuation of the price of food, all prices are subject to change without due notice, however, the venue will guarantee prices Thirty (30) days prior to the event.

Can we bring our own food or wedding cake?

Due to licensing, health regulations and insurance requirements, all food and non-alcoholic beverages served must be supplied and prepared by the hotel. In addition, no remaining food or beverage may be removed from the premises.

We will make an exception for Wedding Cakes/Cupcakes. A Cake Plating fee is already included in your package. The cake/cupcakes can only be delivered the day of the event and must be in a proper bakery box or similar. Our Food & Beverage Department will assume no responsibility for the cake/cupcakes. Details of the delivery of such items must be arranged in advance. We highly recommend the wedding couple bring their own cake knife & server.

Do you allow Candy Bars?

Yes; the wedding couple are to provide all the jars, tongs and bags for the candy.

Can I bring personalized bottles of liquor for wedding favours?

Yes; however the wedding favours must be given upon guest departure from your wedding reception. All liquor provided for the event is supplied by the venue only.

What about the included Bartender Fee?

The service of one bartender is included in some of our wedding packages. Additional bartenders are \$175. The number of bartenders needed for each wedding is determined by the number of guests.



Miscellaneous FAQ

How much will my wedding cost?

The cost of your event will depend on the ceremony package, reception package, food & beverage selections, final numbers, or any other additions you choose to add. Expect your initial cost estimate to fluctuate both up until Twenty-One (21) days prior to arrival once all information and details are finalised and after the event for any charges based on consumption.

What extra costs and arrangements should I factor in?

- Alcoholic Beverages
- Wedding Cake
- Overnight Accommodations
- Rehearsal Times
- Décor and Flowers
- Additional Bartenders
- Place Cards – required for plated service
- Table Numbers
- Entertainment
- AV requirements

What is a SOCAN fee?

By law, groups using music must be charged a surcharge from SOCAN (Society of Composers, Authors & Music Publishers of Canada) which will be added to your final invoice. The rate is based on the venue you are booking. Please inquire accordingly.

What is a RE:Sound fee?

RE:Sound is a Canadian not-for-profit music licensing company dedicated to obtaining fair compensation for artists and record companies for their performance rights. Use of Music to Accompany Live Events was certified by the Copyright Board of Canada on May 26, 2012. Hence, by law, groups using music must be charged a surcharge which will be added to your final invoice. The rate is based on the venue you are booking. Please inquire accordingly.

Do I need to bring my own speakers?

There is a sound system in the Woodland & Tundra Rooms, which are recommended for speeches or ambient background music only.

What is my Sales & Catering Coordinator's role?

Your Sales and Catering coordinator is here to assist with all venue related queries and arrangements including banquet room, hotel ceremony site, guestrooms, hotel, rehearsal dinner and food & beverage arrangements. Should you require extra assistance in scheduling your day, arranging décor, finding vendors, or generally planning all the intricacies of your special day we can suggest several outstanding professional wedding planners that are familiar with our facilities.