



LE PLACE D'ARMES
HÔTEL & SUITES

**ORGANIZE YOUR EVENT AT
PLACE D'ARMES HOTEL & SUITES, MONTRÉAL**





LE PLACE D'ARMES
HÔTEL & SUITES

55 SAINT-JACQUES WEST MONTRÉAL, QUÉBEC H2Y 3X2
T.888.450.1887 T. 514.842.1887 F. 514.842.6469

LET US TAKE CARE OF EVERYTHING...

Located in Old Montreal, the Place d'Armes, Hotels & Suites is the most popular of boutique hotels offering luxurious rooms ranging from studios with balconies to penthouse suites. Signature features such as stone and brick walls, fireplaces in every room and state-of-the-art electronic equipment are all part of the hotel's reputation for impeccable style and charm.

Place d'Armes Hotel & Suites offers multifunctional meeting rooms and banquet halls that can accommodate up to 600 people. Our rooms can be configured to cater to your needs and an event specialist will be there along the way to help customize your event to perfection.

A group service team dedicated to events is always and utterly at your disposal to help plan meetings, banquets, wedding receptions and any other social gathering down to the very last detail.

- More than 5,000 sq. ft. of meeting and banquet space
- Rooms can be re-configured according to event specifications
- Custom menus prepared by the Head Chef of Restaurant Aix Cuisine du Terroir
- Wi-Fi and high speed internet service throughout the hotel
- Comprehensive audio visual services
- Banquet service available 24/7
- Complete business services
- Accessible to people with reduced mobility



Our Restaurants

Aix Cuisine du Terroir...

Located on the promenade level of the luxurious Place d'Armes Hôtel & Suites in Old Montreal, Aix Cuisine du Terroir is above all a restaurant devoted to the enjoyment of local Quebec cooking, offering a blend of delicious flavours and generous portions. The menu, adapted to the seasons, is elaborate, healthy and conveys a love and passion for traditional cooking.

Suite 701...

Trendy Montrealers and visitors searching for sophisticated ambiance, mouth-watering martinis, and creative cuisine need look no further than Old Montreal's newest venue, Suite 701 – Lounge. It is a gourmet bar/lounge concept with a decidedly urban chic décor.

Terrace Place d'Armes...

To take advantage of the warm summer weather and to get away from the daily grind, go up to the rooftop of the Place d'Armes Hôtel & Suites and experience the beautiful terrace for lunch, a cocktail, or dinner.

*Service fees of 12.5% and administration fees of 5.5% (total 18%) will be applied to all food and beverage.
Photos are not contractual.*



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OUR BREAKFAST SELECTION

Deluxe Continental Breakfast

Served in your meeting room

Coffee, decaffeinated coffee, tea and herbal tea
Orange juice, grapefruit juice
Croissants, chocolate croissants, mini muffins (3 types)
Sliced white and multigrain bread
Plain and fruit yogurt
Butter, jam and cream cheese
Fresh fruit salad
Cheese platter

\$17.00 per person



Complete Breakfast

(Minimum of 10 people)

Coffee, decaffeinated coffee, tea and herbal tea
Orange juice, grapefruit juice
Croissants, chocolate croissants, mini muffins
Jam and butter
Plain and fruit yogurt
Fresh fruit platter
Cheese platter

Extras

Please select **1 hot item** for your group

Eggs Benedict served with home fries

Or

Ham and cheese omelettes served with home fries

Or

Scrambled eggs, sausage, bacon and home fries

Or

Brioche bread French toast with Canadian maple syrup

Or

American style pancakes with Canadian maple syrup

Or

French crêpes stuffed with fresh fruits and topped with strawberry coulis

1 selection: \$25.00 per person

2 selections: \$28.00 per person

3 selections: \$31.00 per person

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OUR CLASSIC BREAKS



Coffee break at \$3.50 per person
Coffee, decaffeinated coffee, tea and herbal tea

Permanent break at \$15.00 per person
Coffee, decaffeinated coffee, tea and herbal tea

Coffee Break and beverages at \$6.00 per person
Coffee, decaffeinated coffee, tea and herbal tea
Assorted juices and soft drinks Pepsi®
Bottled spring or mineral water

Beverages Break at \$4.50 per person
Assorted juices and soft drinks Pepsi®
Bottled spring or mineral water

« À la carte » Beverages
Soft & Diet drinks Pepsi®, ice tea, Juices at \$3.50 per item
Bottled spring or mineral water at \$6.00 per litre

Sweet break
Coffee, decaffeinated coffee, tea and herbal tea
Homemade cookies and brownies
Fresh fruit salad
At \$9.00 per person

Salty Break
Assorted Sodas Pepsi®
Basket of fresh vegetables, homemade dip
Basket of chips, olives, mixed nuts
At \$10.00 per person

Low Fat Healthy Break
Coffee, decaffeinated coffee, tea and herbal tea
Homemade fruit salad
Assorted multigrain bar, low fat yogurt
At \$9.00 per person

Create your own "Parfait"
Yogurt
Fresh field berries, fruit drizzle & homemade crumble
\$7.00 per person

Smoothies
Peach, strawberry, pineapple, field berry
\$5.00 per person
(Minimum of 1 dozen per flavour)

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OUR THEMATIC BREAKS

For a minimum of 10 people

Fruit and chocolate Break

Coffee, decaffeinated coffee, tea and herbal tea
Fresh fruit brochettes, assorted dried fruits
Chocolate covered biscotti
Chocolate dipping sauce

\$12.00 per person

The Pancake break

Pancakes with garnish: warm chocolate syrup & salted caramel butter
Fresh fruits, whipped cream and honey
Small cakes: "Far Breton"
Coffee, decaffeinated coffee, tea and herbal tea
Assorted juices & soft drinks Pepsi®

\$15.00 per person

The Waffle Break

Homemade waffles and cookies
Raisin cake, marmalade and jam
Caramel apple salad
Coffee, decaffeinated coffee, tea and herbal tea
Assorted juices & soft drinks Pepsi®

\$16.00 per person

The Picnic Break

Chef's deli platter
Cheese, bread, nuts and chips
Vegetables and dip
Coffee, decaffeinated coffee, tea and herbal tea
Assorted juices & soft drinks Pepsi®

\$16.00 per person

The Bagel break

Sesame and poppy seed bagels
Smoked salmon, capers, onions & cream cheese
Coffee, decaffeinated coffee, tea and herbal tea
Assorted juices & soft drinks Pepsi®

\$18.00 per person



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OUR LUNCH BUFFETS

Cold Buffet at \$27.00 per person

Choice of 2 starters for your group

Soup of the day
Platter of grilled vegetables
Tomato and feta platter
Crudités platter
Tomato and asparagus
Mesclun salad
Tomato and bocconcini
Spinach and arugula salad

Choice of 3 sandwich selections for your group

Grilled chicken and brie, sundried tomato pesto
Italian meats
Smoked salmon and cream cheese
BLT wrap
Tomato and bocconcini, balsamic reduction
Lobster club (extra 2.00\$ per person)
Filet mignon and blue cheese (extra 2.00\$ per person)
Montreal's cold smoked meat sandwich (extra 2.00\$ per person)

All our sandwiches are served on an assortment of breads

Fruit salad

Choice of 1 dessert for your group

Crème brûlée
Mini fruit tartlets
Mini French pastry
Cookie platter
Brownies

Coffee, decaffeinated coffee, tea and herbal tea
Assorted fruit juices and Soft drinks Pepsi®

Hot Selection at \$32.00 per person

Choice of 2 starters for your group

Soup of the day
Platter of grilled vegetables
Tomato and feta platter
Crudités platter
Tomato and asparagus
Mesclun salad
Tomato and bocconcini
Spinach and arugula salad

Choice of 2 main dishes for your group

Braised Atlantic salmon
Vegetarian lasagna
Sliced New York strip loin with wild mushrooms
Grilled chicken breast with port reduction and garlic confit
Veal scaloppini limone
Chef's selection of accompaniment

All our meat and fish dishes are served with the chef's choice of a daily starch

Fruit salad

Choice of 1 dessert for your group

Crème brûlée
Mini fruit tartlets
Mini French pastry
Cookie platter
Brownies

Coffee, decaffeinated coffee, tea and herbal tea
Assorted fruit juices and Soft drinks Pepsi®

An extra selection will cost an additional \$4.00 per person per item.

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OUR PLATED LUNCH

For a minimum of 20 people

Lunch at \$30.00 per person

Choice of 1 starter, 1 main dish and 1 dessert for your group

Soup of the day

Or

Fresh garden green salad with Xerès wine vinaigrette

Or

Pheasant and pistachio pâté with apple slaw and croutons

Or

Tricolour tortellini Gigi with prosciutto chips

Parpadelle primavera with basil pesto

Or

Grilled chicken breast with wild rice pilaf and shiitake mushroom sauce

Or

Veal scaloppini Cordon bleu style with prosciutto and goat cheese cheddar

Or

Mushrooms and asparagus risotto, parmesan Reggiano

Or

Grilled Atlantic salmon with tomato caponata and balsamic reduction

Or

New York strip loin with gratin potatoes and green peppercorn sauce

(Extra 3.00\$ per person)

Crème brûlée

Or

Fresh fruit salad

Coffee, decaffeinated coffee, tea and herbal tea

Our complements: assortment of juice and soft drinks Pepsi® at \$4.50 per person

For groups of less than 20 persons, please add \$5.00 per person

***** For groups of 20 persons and less, please ask to reserve a table in our restaurants *****

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OUR LUNCH BOX

\$22.00 per person

Pasta salad
A bag of chips

Choice of 3 sandwich selections for your group

Grilled chicken and brie, sundried tomato pesto
Italian meats
Smoked salmon and cream cheese
BLT wrap
Tomato and bocconcini, balsamic reduction



Assorted homemade cookies
A whole fruit
1 bottle of water

Our complements: assortment of juice and soft drinks Pepsi® at \$4.50 per person

OUR SNACKS

Salty snacks

Pretzels and chips	at \$2.00 per person
Nachos and guacamole	at \$4.00 per person
Crudités platter	at \$4.00 per person

Sweet snacks

Fruit brochette	at \$3.00 per person
Chocolate dipping sauce	at \$2.00 per person
Assortments of mini-croissants or mini chocolate-croissants (2 per person)	at \$4.00 per person
Assortments of mini-muffins (2 per person)	at \$4.00 per person
Multigrain bars	at \$3.00 per person

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OUR BAR SUGGESTIONS



Cash Bar

Basic cocktail:

Vodka, Rum, Gin, Scotch, digestives at \$8.00 per glass

Premium cocktail at \$10.00 per glass

"Bin 701", red or white at \$40.00 per bottle

Local beers at \$6.50 per beer

Imported beers at \$7.00 per beer

Sparkling wine glass at \$10.00 per glass

Choose a martini from our famous list or create your own!

Starting at \$9.00 per drink...

Ask for our tickets at \$8.00* on cash bar selection

Service fee of \$20.00 per hour will be applied for cash and carry bar

Open Bar

For a 3 hour period, including:

Vodka, Rum, Gin, Scotch and digestives

Local beer

House wine "Bin 701", red and white

\$50.00 per person*

Deluxe open bar

For a 3 hour period, including:

Vodka, Rum, Gin, Scotch and digestives

Local and imported beer

Your choice of wine from our list,

value of \$50.00 per bottle

\$65.00 per person*



* Rates not available at Suite 701 or Terrace Place d'Armes

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OUR CANAPÉS SUGGESTIONS

Maximum of 5 different items

Canapés at \$30.00 per dozen

Cold

Tomato and feta bruschetta
Goat cheese crostini with caramelized walnuts
Prosciutto and melon
Smoked salmon roll on a crouton

Hot

Seafood cornet
Moroccan cigar
Vegetarian samosa
Chicken spring rolls
Chicken satay, peanut dipping sauce

Canapés at \$35.00 per dozen

Cold

Smoked duck breast on raisin bread
Salmon tartar
Smoked oyster on toast
Fresh sushi (minimum of 8 dozen)

Hot

Brie and cranberry filo bouchée
Shrimp satay
Scallop satay
Beef satay

Canapés at \$40.00 per dozen

Cold

Foie gras torchon and poached pear
Thai scallop ceviche
Shrimp with horseradish sauce
Fresh oyster shooter

Hot

Veal lollipop, green peppercorn sauce
Crispy shrimp skewer & roasted pineapple sauce

Canapés at 45.00\$ per dozen

Mini burger with Guinness cheddar
General Tao served in Chinese takeout boxes
Filet mignon brochette, green peppercorn sauce
Smoked salmon roll with Abitibi sturgeon caviar

Sweet Selection at \$35.00 per dozen

Mini Cupcakes (chocolate, blueberry, banana, or raspberry)
Mini-mousses
Mini tartlets
Mini pastries
Fruit brochettes

Minimum order of 2 dozen per item

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OUR COCKTAIL STATION SUGGESTIONS

For a minimum of 25 people

	Our Platter	Per 25 people	Per person
Fresh fruit platter		at \$75.00	at \$4.00
Fresh fruit salad		at \$50.00	at \$3.00
Crudités platter		at \$75.00	at \$4.00
Cheese platter (5 kinds)		at \$115.00	at \$5.00
Local and imported cheese platter (6 kinds)		at \$150.00	at \$7.00
Smoked salmon and its garnishes		at \$125.00	at \$6.00
Fresh oysters and their condiments (3 per person)		at \$200.00	at \$9.00
Sushi platter (4 pieces per person)		at \$300.00	at \$12.00

Our thematic stations

On request

Your thematic evening

Don't forget to give us your theme for your event (color,...) so that our Chef may create his menu accordingly and personalize your event

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OUR DINNER MENUS SELECTION

For a minimum of 20 people

Notre-Dame Menu

\$48.00 per person

Choice of 1 starter, 1 main dish and 1 dessert for your group

Soup of the day

Or

Micro green salad with citrus vinaigrette and Supremes of orange and grapefruit

Or

Tomato and fresh mozzarina, extra virgin olive oil and a balsamic reduction

Filet of salmon on sweet potato purée, ratatouille and basil oil

Or

Grain-fed chicken breast, shiitake mushrooms and vegetable

Or

New York strip loin with fingerling potatoes, seasonal vegetables and green peppercorn sauce

Vanilla crème brûlée

Or

Maple cheese cake

Coffee, decaffeinated coffee, tea and herbal tea

Our complements:

Assortment of juice and soft drinks Pepsi® at \$4.50 per person

Granite (lemon or apple) at \$5.00 per person

Plate of 3 Québec cheeses at \$5.00 per person

Our conditions:

For groups of less than 20 persons, please add \$5.00 per person to the menu price.

The choice must be made at the latest 10 days before the event - choice onsite cannot be accepted

We ask for a \$5.00 supplement per person for any additional choices, up to 120 people.

Beyond, we ask for 1 choice menu.

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Fortifications Menu \$57.00 per person

Choice of 1 starter, 1 main dish and 1 dessert for your group

Mesclun green salad with duck confit

or

House smoked salmon, scallops and gravelax Arctic char

Or

Grilled shrimp salad with white balsamic vinaigrette

Pan-seared sea bass on a bed of lime and parsnip purée served with a salsa of fresh mangoes, pineapple, red pepper and coriander and finished with an infused herb olive oil

Or

Guinea fowl breast, Israeli couscous with dried fruits, market vegetables and a lamb juice reduction

Or

7 oz filet of beef with fingerling potatoes, grilled asparagus and a port reduction

Vanilla crème brûlée

Or

Maple cheese cake

Coffee, decaffeinated coffee, tea and herbal tea



Our complements:

Assortment of juice and soft drinks Pepsi® at \$4.50 per person

Granite (lemon or apple) at \$5.00 per person

Plate of 3 Québec cheeses at \$5.00 per person

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Hochelaga Menu

Menu 4-services

\$67.00 per person

Choice of 1 starter, 1 main dish and 1 dessert for your group

Soup of the day

Or

Platter of chef's choice "amuse-bouches" (1 per table)

Micro green salad with citrus vinaigrette and Supremes of orange and grapefruit

Or

Grilled shrimp salad with white balsamic vinaigrette

Surf & Turf (filet of beef & shrimp) with garlic mash potato purée, grilled asparagus and Bordelaise sauce

Or

Grilled duck breast coated with mustard au moût de raisin, seasonal vegetables and wild rice pilaf

Royal chocolate & raspberry cake

Or

Maple cheese cake

Coffee, decaffeinated coffee, tea and herbal tea

Our complements:

Assortment of juice and soft drinks Pepsi® at \$4.50 per person

Granite (lemon or apple) at \$5.00 per person

Plate of 3 Québec cheeses at \$5.00 per person

Our conditions:

For groups of less than 20 persons, please add \$5.00 per person to the menu price.

The choice must be made at the latest 10 days before the event - choice onsite cannot be accepted

We ask for a \$5.00 supplement per person for any additional choices, up to 120 people.

Beyond, we ask for 1 choice menu.

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Saint-Jacques Menu

Menu 4-services

\$80.00 per person

Choice of 1 starter, 1 main dish and 1 dessert for your group

Fresh oysters with red wine and shallot vinaigrette

Or

Foie gras terrine with a strawberry peach chutney and brioche croutons

Or

Bison carpaccio, parmesan shavings, truffle oil and fresh berries

Lobster pyramid with celeriac purée, sautéed spinach, scallops and sparkling wine sauce

Or

Filet of beef with blue cheese gratin, fingerling potatoes and grilled asparagus

Or

Veal medallions in morel mushroom sauce, risotto & asparagus

Or

Surf and turf: 6oz grilled filet mignon, 3oz lobster tail, garlic confit mashed potatoes and mixed local vegetables
(5.00\$ per person extra)

Cheese plate

Fruit plate

Royal chocolate & raspberry cake

Or

Maple cheese cake

Coffee, decaffeinated coffee, tea and herbal tea



Our complements:

Assortment of juice and soft drinks Pepsi® at \$4.50 per person

Granite (lemon or apple) at \$5.00 per person

Plate of 3 Québec cheeses at \$5.00 per person

Our conditions:

For groups of less than 20 persons, please add \$5.00 per person to the menu price.

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WINE AND BAR SELECTION - BANQUET

	Per Bottle
Champagne and Sparkling	
JP Chenet, Brut Blanc de Blanc, France	\$40.00
Domaine Chandon Carneros blancs des noirs, Californie, USA	\$70.00
Champagne Brut Royal Moët & Chandon, France	\$145.00
Our White Wine Selection	
Torrontes 701, Mendoza, Argentina	\$40.00
Pinot Blanc Five Vineyards, Mission Hill, Okanagan Valley, 2010	\$42.00
Sauvignon New Harbor, Nouvelle Zelande, 2010	\$42.00
Sauvignon Kim Crawford, Marlborough, New Zealand, 2010	\$45.00
Château de Sancerre, Loire, France, 2010	\$64.00
Chablis La Vigne de la Reine Château de Maligny, Bourgogne, 2009	\$64.00
Our Red Wine Selection	
Syrah 701, Mendoza, Argentina	\$40.00
Centine (Sangiovese/Cab/Merlot), Banfi, I.G.T., Toscana, 2008	\$42.00
Côtes du Rhône Villages Ortas Tradition, Cave de Rasteau, 2009	\$42.00
Shiraz E Minor, BVE, Barossa Valley, 2010	\$42.00
Shiraz / Cabernet, Koonunga Hill, Penfolds, Australia, 2010	\$44.00
Pinot Noir Blackstone, Californie, USA, 2010	\$46.00
Cabernet Château St Jean, California, 2009	\$48.00
Cabernet-Sauvignon Private Selection Mondavi, USA, 2010	\$55.00
Villa Antinori (Cab,Merlot,Syrah), Toscana, I.G.T, 2007	\$62.00
A La Carte Selection - Bar	
Basic cocktail : Vodka, Rhum, Gin, Scotch, digestives	\$8.00 per glass
Premium cocktail : Vodka, Rhum, Gin, Scotch, digestives	\$8.00 per glass
Wine: Torrontes 701, Mendoza or Syrah 701, Mendoza	\$8.00 per glass
Local Beers	\$6.50 per beer
Imported Beers	\$7.00 per beer
Our Martini selection our create your own Martini Event	\$9.00 per glass

Our Sommelier will be pleased to assist you selecting your wine.

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CATERING CONDITIONS AND INFORMATION

RATES

The rates indicated are exclusive of taxes and are not subject to commission. The current Canadian service charges for events are: 12.5% for service fees of and 5.5% for administration fees.

Please note that prices for food and beverage can be confirmed in advance but are subject to change without notice if confirmed more than 120 days before the arrival event date.

CONFIRMATION OF THE NUMBER OF PARTICIPANTS

Confirmation of Final Number of Guests:

The customer undertakes to tell the hotel in writing the exact number of people who will be taking meals in the hotel at least 72 hours before the date of the event for an event over 25 people and 48 hours before the event for an event with less than 25 people.

If the number of guests confirmed is less than the number in attendance, the client will be billed for the number confirmed.

If the number of guests confirmed is more than originally indicated, the hotel will do its best to meet the demand without the hotel being obliged to provide more meals than ordered by the customer and without the hotel being liable to pay any compensation. The customer must pay for all uneaten meals and any extra meals provided.

Le Place d'Armes Hôtel & Suites reserves the right to change the room booked for a group if the number of participants is less than the minimum required for this room. This should go after the event schedule more simply put. It's the guest meal guarantee.

CANCELLATION POLICY

Services & Events cancellation and attrition policy

Number of days	Between 119 and 90 days prior	Between 89 and 60 days prior	Between 59 and 31 days prior	Less than 30 days prior
Penalty	50% of the total	75% of the total	85% of the total	100% of the total

This decrease cannot be cumulated with any of the preceding or following decreases.

Please note that all applicable taxes will be applied to the cancellation fees.

Special Cancellation Fee for Last Minute Event Booking – Less than 15 days

Number of days	Between 15 and 7 days prior	Less than 7 days prior
Penalty	85% of the total	100% of the total

Total projected event revenues include meeting room rentals, food and beverage and AV costs. Please note that all applicable taxes will be applied to the cancellation fees.

CATERING POLICY

If the agreement stipulates that a group will be taking one or more meals in the hotel, the customer must confirm the choice of menu or buffet with the hotel at least 10 days in advance. No menu substitutions will be permitted within 72 hours preceding the event and 42 hours for last minute request. If the customer does not make a choice before this date, the hotel has the right to make a choice itself in the category of the menu or buffet as specified in the agreement.

Service fees of 12.5% and administration fees of 5.5% (total 18%) will be applied to all food and beverage. Photos are not contractual.

All food and beverage must be supplied by Le Place d'Armes Hôtel & Suites .

SPECIFIC POLICY

Presence Of Photographer: The customer must inform the hotel beforehand about the presence of a photographer who has been hired to take photographs, videos, etc. in the hotel.

Musical Events: All legal formalities that must be met when holding certain musical events, such as notifying SOCAN (the Canadian copyright association), must be satisfied by the customer. Le Place d'Armes Hôtel & Suites bears no responsibility relating thereto and cannot be held liable if certain rights are not paid and/or certain formalities are not fulfilled. For functions hiring a disc jockey or live music, a SOCAN licensing fee will apply:

1-100 people:	\$41.13 (fee per event)
101-300 people:	\$59.17 (fee per event)
301-500 people:	\$123.38 (fee per event)

Signage: Items supplied by Le Place d'Armes Hôtel & Suites as decoration remain the property of Le Place d'Armes Hôtel & Suites . Signage is prohibited without authorization from Le Place d'Armes Hôtel & Suites . At no time, nails, staples, thumb tack or other such articles be used. The Client will be held responsible for any damages caused by him, his guests or sub-contractors.

Electricity

Should your event require extra electricity other than the standard 110V/15AMP wall plugs, there will be an additional fee of \$250 added to your master account.

Use of name and trademark: Written permission must be obtained from the hotel beforehand for any use made of the name of the company, hotel, logo or trade mark.

Safety and Security: Do not leave items of value unattended. Please close the meeting room doors when unoccupied, as they are accessible to the public. Le Place d'Armes Hôtel & Suites assumes absolutely no responsibility for items left or forgotten in meeting rooms or hotel public areas. Should you observe anything or anyone suspicious, please inform a representative of Le Place d'Armes Hôtel & Suites immediately. Security is available at \$40 per hour per security guard for a minimum of 3 hours.

THEFT AND DAMAGE TO EQUIPMENT:

The hotel cannot be held responsible for theft of equipment, or for damage to the equipment brought into the hotel by the customer. The customer is responsible for the integrity and safety of this equipment and should take out a theft, non-life and liability insurance that he thinks is necessary.

Not Allowed

Candles with an open flame must be at least 1 inch below the top of the container.

Smoke machines are not permitted

Nails, tacks and tape are strictly forbidden. Charges may be applied.

Any exterior vendors you have hired for your event must be approved by your Group Service Coordinator. A list of your vendors, their contact information and the items they are delivering must be provided to your Group Service Coordinator five business days prior to your event. The Hotel will not be responsible for the set up of chair covers as this is the responsibility of your hired vendor.



LE PLACE D'ARMES
HÔTEL & SUITES

55 SAINT-JACQUES WEST MONTRÉAL, QUÉBEC H2Y 3X2
T.888.450.1887 T. 514.842.1887 F. 514.842.6469

Material Delivery And Pick-Up / Handling Charges

Delivery of materials will only be accepted 72 hours prior to the function unless otherwise approved by the Hotel.

All deliveries to the Hotel must clearly be labeled with the following information:

- Name of event
- Date of Event
- Name of Event Contact
- Room Name
- Attention: Banquet Department

A handling fee of \$2.00 per box (in and out) will apply when more than 5 boxes are received.

Materials stored for more than 72 hours will be charged \$5.00 per box per day.

Cloakroom service

The price of cloakroom is of \$1.00 per coat and a \$100.00 minimum by event is asked.

Please note we have an audio-visual company onsite to help with all your needs. Do not hesitate to contact us for a pricelist.

PSAV® Presentation Services

M. Rafael Mayor-Mora

Tel: 514.842.0830 x 1160

Mobile: 438.837.8305

Email: rmayor-mora@psav.com

HOW TO FIND US



LE PLACE D'ARMES
HÔTEL & SUITES



Contact us:

HOTEL PLACE D'ARMES MONTRÉAL

55 SAINT-JACQUES WEST
MONTRÉAL, QUÉBEC H2Y 3X2
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