ALL-INCLUSIVE WEDDING & SPECIAL EVENT

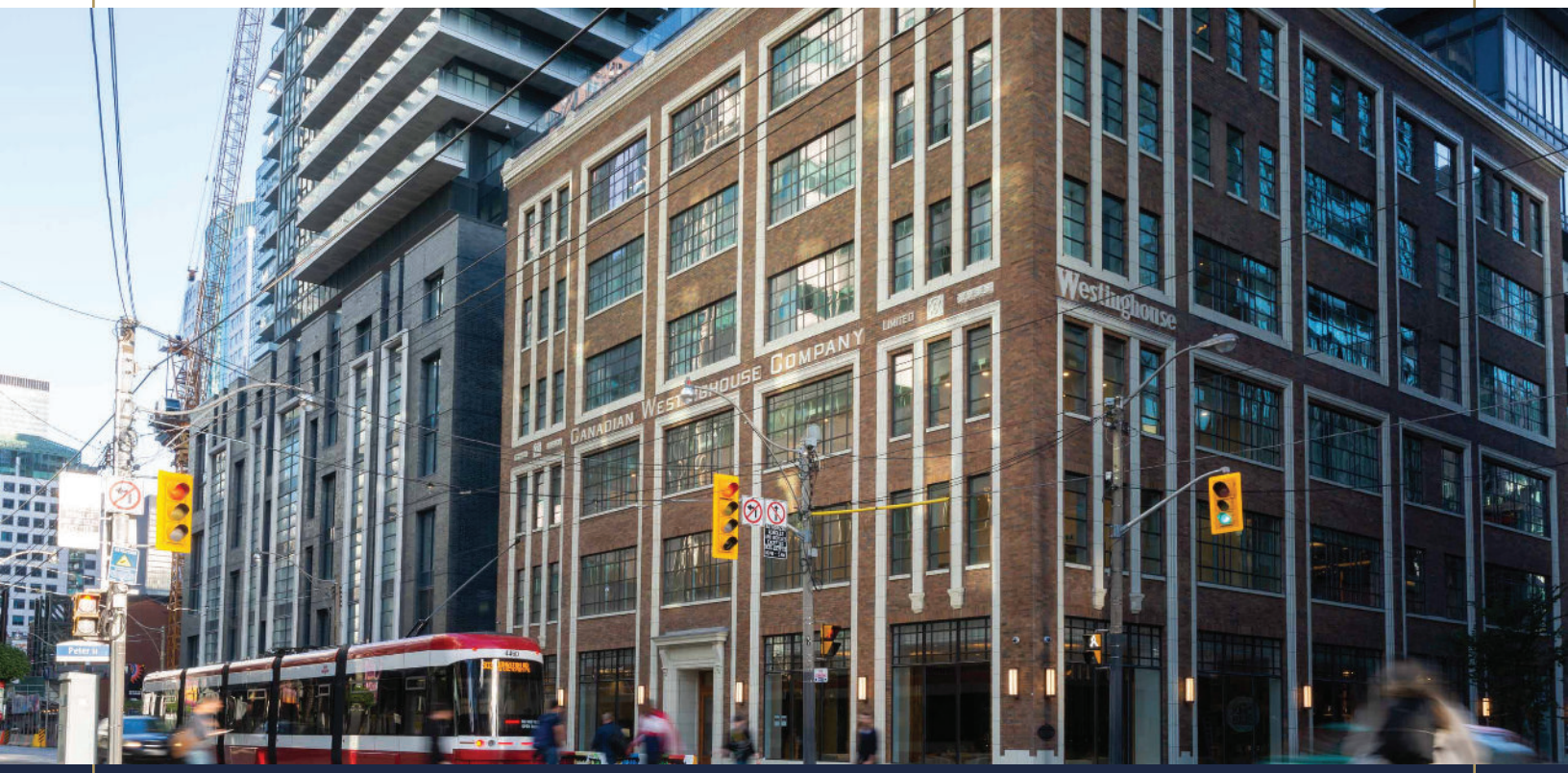
MENUS & PACKAGES

The Sutton Place Hotel

TORONTO

THE SUTTON PLACE HOTEL TORONTO

Serving as a contemporary landmark on the iconic corner of King Street West and Blue Jays Way, our downtown Toronto hotel stands proud among the buzz of the Toronto Entertainment District. Close to the CN Tower, Roger's Centre, and Scotiabank Arena, it's ideally located to access all that downtown Toronto has to offer. The Sutton Place Hotel Toronto is an address deep-rooted in history—all within an exquisite, cosmopolitan environment and guaranteed to make an impact. Functionality and contemporary design come together beautifully for your special day. Our spacious and well-appointed downtown Toronto hotel rooms are perfect for any event, bridal party or wedding guests. Modern and inviting with elegant finishes and considerate amenities we welcome you to The Sutton Place Hotel Toronto.



(416) 915-3770
events_toronto@suttonplace.com
suttonplace.com

CELEBRATE YOUR EVENT WITH THE SUTTON PLACE HOTEL TORONTO LOCATED IN THE HEART OF DOWNTOWN

Offering the finest in hospitality through attentive service and delectable cuisine, our team will assist you every step of the way to make your dream event experience a reality. Let us take care of the details to ensure your celebration will leave breath taking moments and memories to last a lifetime.

ALL EVENT PACKAGES PROVIDE THE FOLLOWING INCLUSIONS

Menu tasting for up to four (4) guests (for plated dinners only)

One (1) hotel suite for one night for a wedding event

Preferred guest room rates (certain conditions apply)

Private green room for event hosts

Early access to banquet rooms on day of the wedding or corporate function (subject to availability)

Function room rental waived (with contracted food and beverage minimum met)

All event staffing

All tables, chairs, china, glassware, flatware

Choice of deluxe floor length table linen and linen napkins

Flame-less Votive candles on all tables

Dance floor

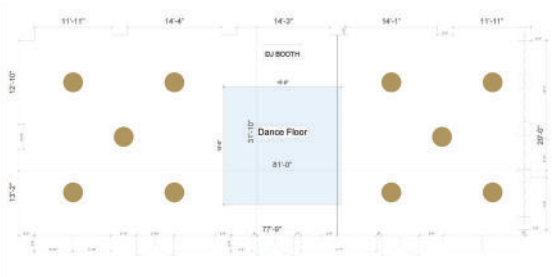
Podium, microphone and screens

FLOORPLANS & CAPACITY OUTLINE

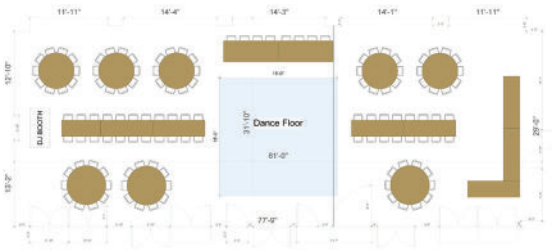
All numbers below are approximate and will be finalized after discussion about your approved floor plan.

All numbers below include a dance floor and can be modified if a dance floor is not required.

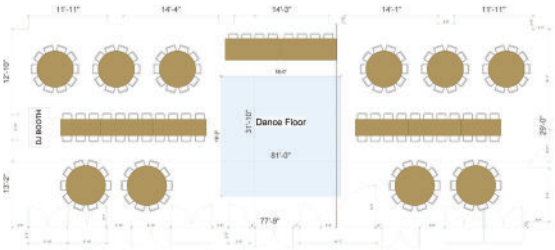
Cocktail Event Service	Capacity (Standing)
Porter A	120
Porter B	50-60
Porter A & B	200-250



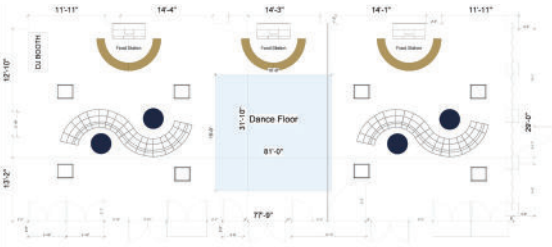
Buffet Service	Capacity (Standing)
Porter A	75
Porter B	30-40
Porter A & B	125



Plated Meal Service	Capacity (Seated)
Porter A	75-85
Porter B	40-50
Porter A & B	150



Food Stations Service	Capacity (Seated & Standing)
Porter A	100
Porter B	40-50
Porter A & B	175



SERVICE FORMAT OPTIONS

COCKTAIL RECEPTION EXPERIENCE

from **$250**pp

Selection of passed canapés

LATE NIGHT STATION

Late night station selection available at additional cost. Please inquire with your planner.

BEVERAGE ARRANGEMENTS

Champagne toast with dinner
Host bar including wine, beer and spirits
Wine service with dinner
Coffee and tea service with dinner

COCKTAIL + SHORT PLATE RECEPTION EXPERIENCE

from **$310**pp

Selection of passed canapés

SHORT PLATES

Selection of two (2) short plates and one dessert short plate

LATE NIGHT STATION

Late night station selection available at additional cost.
Please inquire with your planner.

BEVERAGE ARRANGEMENTS

Champagne toast with dinner
Host bar including wine, beer and spirits
Wine service with dinner
Coffee and tea service with dinner

All prices are per guest, plus gratuity and applicable sales tax.

BUFFET EXPERIENCE

from **$315**pp

COCKTAIL RECEPTION

Selection of passed canapés

BUFFET DINNER

Selection of three salads
Selection of two starch: one live action and one stationary
Selection of two protein: one live action and one stationary
Selection of two vegetable dishes
Selection of desserts including assorted cookies, biscotti, bonbons, truffles, macarons, tarts, assorted cakes and pies

LATE NIGHT STATION

Late night station selection available at additional cost. Please inquire with your planner.

BEVERAGE ARRANGEMENTS

Champagne toast with dinner
Host bar including wine, beer and spirits
Wine service with dinner
Coffee and tea service with dinner

PLATED MEAL EXPERIENCE

from **$315**pp

COCKTAIL RECEPTION

Selection of passed canapés

THREE COURSE DINNER

Selection of one starter
Selection of one entrée
Selection of one dessert
Fourth course can be added at client request.

LATE NIGHT STATION

Late night station selection available at additional cost. Please inquire with your planner.

BEVERAGE ARRANGEMENTS

Champagne toast with dinner
Host bar including wine, beer and spirits
Wine service with dinner
Coffee and tea service with dinner

All prices are per guest, plus gratuity and applicable sales tax.

FOOD STATION EXPERIENCE

from **$315**pp

COCKTAIL RECEPTION

Selection of passed canapés

FOOD STATIONS

Selection of three stations

LATE NIGHT STATION

Late night station selection available at additional cost. Please inquire with your planner.

BEVERAGE ARRANGEMENTS

Champagne toast with dinner
Host bar including wine, beer and spirits
Wine service with dinner
Coffee and tea service with dinner

All prices are per guest, plus gratuity and applicable sales tax.

MENU ITEMS FOR MEAL FORMAT SELECTIONS

CANAPES MENU

Select six (6) from the list below or two (2) per category for your event.

VEGETARIAN

Caponata Siciliana sweet + sour stewed eggplant with tomato / polenta bramata (VG)

Arancini Cacio e Pepe crispy risotto ball / pecorino + black pepper / basil mayo (V)

Mushroom Toast house made pain au lait / wild mushrooms / le Sauvagine cheese (V)

Chèvre + Tapenade Tartinette goat cheese / herb + olive pesto / savory tart shell (V)

Mango Salad Roll rice noodles / cucumber / carrot / bell pepper / mint / cilantro / cilantro emulsion (GF) (VG without emulsion)

Leek & Gruyère Vol au Vent cheesy custard / sautéed leeks / puff pastry / fine herbs (V)

FISH / SEAFOOD

Twice Baked Caviar Potato sour cream / smoked salmon / chives / salmon roe (GF)

Spanish Shrimp smoked paprika / aioli / olive oil fried bread.

Mini Lobster Roll brioche / shredded lettuce / remoulade dressing

Brandade Croquette potato and béchamel salt cod cake / romesco

Mussel Escabeche Salt Spring Island mussels / pickled fennel and leek / spiced tomato marinade (GF)

Tuna Tartare Niçoise garnish / potato crisp (GF)

MEAT/POULTRY

Green Eggs & Ham parsley devilled eggs / crispy pancetta (GF)

Chicken Cordon Bleu ham / Swiss cheese / plum chutney

Lamb Merguez Sausage Roll puff pastry / harissa / piccalilli

Mini GDL Burger ground chuck / aged cheddar cheese / mare rose sauce / bibb lettuce / cornichon / brioche bun

Beef Tartare hand cut beef / traditional garnish / potato chip / celeriac remoulade (GF)

Paté de Campagne country pork terrine / smokey Dijon / roasted grape / pickled pearl onion / pain au lait toast

SHORT PLATE MENU

COCKTAIL RECEPTION

Selection of passed canapés with selection from list. Select one (1) from each of the categories below. **Note:** Vegetarian options unless otherwise discussed are for the vegetarians only.

VEGETARIAN

Agnolotti (V) ricotta filled pasta / honey mushrooms / truffle butter / fried sage
Crispy Cauliflower (VG, GF) romesco sauce / port soaked black currants
Leek + Mushrooms Vol-Au-Vent (V, G) puff pastry / cream / tarragon
Endive (V) manchego / orange supremes / candied pecans / sherry vinaigrette
Mushrooms Verts (V) roasted oyster mushrooms / parsley and yogurt sauce / celery salad
Manicotti Abruzzesse (V) traditional rolled pasta filled with smoked mozzarella / spinach / ricotta all simmered in savory tomato sauce

FISH / SEAFOOD

Seafood Paella (SF) bomba rice / shrimp / mussels / saffron / tomato aioli
Salmon Vapour au Citron lentils du Puy / lemon steamed salmon / white wine butter sauce
Branzino "Amandine" (GF) roasted sea bass / cauliflower purée / capers / almonds
Scallop Crudo (GF) raw bay scallops / cucumber / basil / white turnip
Argentinian Shrimp green harissa / couscous / cilantro / chickpeas
Salt Cod Croquette (G) crispy cod and potato / Spanish sofrito - piquillo pepper, onion and capers

MEAT & POULTRY

Boeuf Bourguignon (G) red wine braised short rib / potato purée / mushrooms / lardons
Butter Chicken (N) basmati rice / toasted cashews / cucumber raita
Polpette tomato braised pork and beef meatballs / creamy polenta / pumpkin seed pesto
Seared Duck Breast roasted grapes / Parisian chestnut gnocchi / madeira jus
Chicken Saltimbocca prosciutto / sage / squash purée
Lamb Tagine crispy saffron rice / apricots / almonds / ras el hanout

DESSERT OPTIONS

Select one (1) for all guests.
Honey Panna Cotta seasonal fruit / hazelnut brandy-snap tuile (gluten-free + vegan available)
Ruby Red Earl Grey Crémeux chocolate tart / raspberry gelée / sponge toffee
Pistachio Frangipane Tart pistachio Bavarian cream / port poached pear brunoises
Chocolate Hazelnut Mousse Torte chocolate hazelnut mousse torte / coffee cream / glace hazelnuts (Gluten-Free)
Lemon Mascarpone Cream Pie blueberry meringue / vanilla sponge / Meyer lemon confit
Tropical Fruit Pavlova passionfruit syrup / candied citrus

PLATED MEAL MENUS

COCKTAIL RECEPTION

Selection of passed canapés with selections from list above.

FIRST COURSE

Select one (1) for all guests.

Wedge Salad Iceberg lettuce / Celtic blue cheese / cherry tomatoes / bacon lardons / black truffle dressing

Baby Spinach Salad (V) Creamy oregano dressing / focaccia crisps / ricotta salata

Baby Gem Greens Romaine / bibb lettuce / preserved lemon vinaigrette / crispy shallots / fresh herbs

Leek & Mushroom Vol Au Vent Puff pastry / hen of the woods & cremini mushroom / braised leeks / beurre blanc

Shrimp Salad Argentinian shrimp / fermented chili salsa Rossa / chicories / fried garlic

Baby Beet Salad Heirloom beets / sumac spiced goat's yogurt / rice crisps / burnt orange vinaigrette.

Beef Carpaccio Brandy marinated Ontario beef tenderloin / pickled wild mushroom / beef fat mayo / crispy / fingerling potato crisp / celery seedling

Celeriac Soup Purée of celery root / fried caper and brown butter / toasted almonds / herb salad

OPTIONAL SECOND COURSE

Adding this course provides a four (4) course meal and comes with an additional charge of $25 per person. Select one (1) for all guests.

Agnolotti (V) celeriac stuffed pasta / taleggio fonduta / toasted hazelnut / celery / chive

Polenta con Cavolo Nero Brasato (V) (Can be prepared to accommodate Vegan menu on request) abruzzese style creamy polenta / slow cooked Tuscan Kale with sofrito and black truffle

Cavatelli Alla Trevigiana (V) radicchio / roasted squash / walnuts / gorgonzola / vincotto

Mezzi Rigatoni alla Norma (V) (can be made vegan) Traditional Sicilian roasted eggplant sauce / tomato / garlic / basil / ricotta salata

MAIN COURSE

Select one (1) for all guests or choose three (3) for advance guests' selection.

Roasted Giannone Chicken pan roasted chicken supreme / potato purée / sauce vert / roasted sunchoke

Organic Salmon lentils du Puy / sautéed caulini / vermouth soubise

Fogo Island Cod roasted filet of Newfoundland cod / fregola / puttanesca sauce / confit fennel

Roasted Ontario Beef Striploin shoestring potatoes / wilted spinach / Béarnaise sauce

Ontario Rack of Lamb smoked eggplant pave / fondant potato / cardamom scented jus

Sea Scallops pan seared Atlantic scallops / fennel purée / charred baby onion / chive oil

Mushroom Bourguignon (V) foraged and cultivated mushrooms / red wine / mushroom jus / fresh herbs / house made tagliatelle / pickled pearl onions / celeriac / poached egg

Beans and Co. (VG) slowly braised runner beans in sofrito and tomato / crispy fried Jerusalem artichokes / white bean and rosemary purée

DESSERT OPTIONS

Select one (1) for all guests.

Honey Panna Cotta seasonal fruit / hazelnut brandy-snap tuile (gluten-free + vegan available)

Ruby Red Earl Grey Crémeux chocolate tart / raspberry gelée / sponge toffee

Pistachio Frangipane Tart pistachio Bavarian cream / port poached pear brunoises

Chocolate Hazelnut Mousse Torte chocolate hazelnut mousse torte / coffee cream / glace hazelnuts (Gluten-Free)

Lemon Mascarpone Cream Pie blueberry meringue / vanilla sponge / Meyer lemon confit

Tropical Fruit Pavlova passionfruit syrup / candied citrus

BUFFET MENUS

COCKTAIL RECEPTION

Selection of passed canapés with selections from list above.

SALADS

Select three (3) for all guests.

Wedge Salad (GF) Iceberg lettuce / Celtic blue cheese / oven dried cherry tomatoes / bacon lardons / black truffle dressing

Farro and Root Vegetable Salad (VG) (GF) tender spelt / roasted celery root / sweet potato / rosemary / pickled shallot

Heirloom Beets (GF) (V) tarragon emulsion / Grey Owl Quebec goat cheese

Marinated Zucchini (GF) (V) zucchini and summer squash ribbons / fresh herb vinaigrette / basil / lemon zest / ricotta salata

Mix Greens assorted spring mix and greens with seasonal vegetables and handmade herb vinaigrette

Waldorf Waldorf Radicchio / Castelfranco radicchio / creamy gorgonzola dressing / compressed pink lady apples / celery / grapes / pumpkin seeds

VEGETABLE SELECTIONS

Select two (2) for all guests.

Chilled Rapini (VG) (GF Can be served warm on client request) roasted garlic dressing / fermented chili

Jerusalem Artichoke (V) (GF) roasted Jerusalem artichoke / black truffle dressing / fresh thyme

Charred Green Beans (VG) (GF) dried black olive / smoked tomato vinaigrette

Cauliflower Florets roasted / tahini / pomegranate

Heirloom Baby Carrot (GF) (V) Labneh / za'atar / coriander salsa verde

Brussel Sprouts roasted / smoked sea salt / garlic chips

STARCH SELECTIONS

Choose two (2) for all guests: one live action and one stationary.

Pasta Station: live action seasonal / chef selection

Risotto Station: live action seasonal / chef selection

Crispy Fingerling Potato (GF) (VG) caramelized onion / fried rosemary

Mini Baked Potato (GF) baby Yukon golds / crème fraiche / chive / crispy bacon

French Beans (V) (GF) mint emulsion / Marcona almonds

Caulini (V) (GF) brown butter / lemon / crispy capers

Toasted Almond Rice (VG) (GF) Jasmine rice / slivered almonds / crispy garlic

Pilaf Rice / baby green peas / mint

MAIN/PROTEIN SELECTIONS

Choose two (2) for all guests: one live action and one stationary.

Maple Smoked Turkey (GF)(DF) (live action carved) Whole bone-in roasted Ontario turkey breast, lightly smoked and maple glazed / sage butter sauce / Grand Marnier macerated cranberries

Classic Beef (GF) (DF) (live action carved) Whole roasted Ontario Prime Beef Striploin / chimichurri / peppercorn jus

Leg of Lamb (GF) (live carved) Roasted Ontario lamb leg /stuffed with garlic, fennel seed and fresh herbs / lemon & garlic purée / lavender jus

48hr Beef Brisket (GF) (live carved) Brined, slow cooked and roasted / horseradish cream / caramelized apple compote

Roasted Ontario Pork Tenderloin Celeriac purée / sautéed baby romaine / compressed apple

Poached Argentinian Shrimp (GF) (DF) (live action) Gently poached / lime / crispy coconut

Lemon and Basil Poached Salmon (GF) (DF) Atlantic salmon / white wine and shallot / preserved lemon / fresh basil

Fogo Island Cod Roasted filet of Newfoundland cod / fregola / puttanesca sauce / confit fennel

Hasselback Sweet Potatoes (V) Green harissa & charred broccoli + black bean salad - roasted tomatillos / cilantro / roasted corn / smoked paprika and coriander seed vinaigrette + pea shoot salad - heirloom radish / creamy sesame dressing + marinated olives

DESSERT

Selection of desserts including assorted cookies, biscotti, bonbons, truffles, macarons, tarts, assorted cakes and pies

FOOD STATION MENUS (live action stations)

COCKTAIL RECEPTION

Selection of passed canapés with selections from list above. Three (3) stations inluded with base menu.

Live Salad Bar: a display of live lettuces and herbs cut to order accompanied by a selection of dressings, croutons, toasted nuts, grains + seeds and other seasonal accoutrements.

Charcuterie Bar a selection of local & French cheeses such as Mimolette, Comte, Camembert, Paillot, served with chef's selection of artisan cured meats, smoked duck breast, pate & foes gras. Accompanied with quince paste, olive tapenade, dried & fresh fruit & marinated olives.

Apertivo Italiano

Chef's selection of sliced salumi such as prosciutto, coppa, mortadella / Italian cheeses such as Parmigiano Reggiano, Tallegio, fresh mozzarella, Moliterno / pickled + marinated vegetables / olives

- **House Made Focaccia** crackers & crostini
- **Dessert Station** selection of desserts including assorted cookies, biscotti, bonbons, truffles, macarons, tarts, assorted cakes and pies

CARVING STATIONS

Select one (1) additional station from this category.

Maple Smoked Turkey (GF)(DF) (live action carved)

whole bone-in roasted Ontario turkey breast, lightly smoked and maple glazed / sage butter sauce / Grand Marnier macerated cranberries served with:

- **Rice Pilaf** / baby green peas / mint
- **Heirloom Baby Carrot** (GF)(V) labneh / za'atar / coriander salsa verde

Classic Beef (GF) (DF) (live action carved)

whole roasted Ontario Prime Beef Striploin / chimichurri / peppercorn jus served with;

- **Jerusalem Artichoke** (V)(GF) roasted Jerusalem artichoke / black truffle dressing / thyme
- **Crispy Smashed Mini Potatoes** smoked Maldon salt

Leg of Lamb (GF) (live carved)

roasted Ontario lamb leg /stuffed with garlic, fennel seed and fresh herbs / lemon & garlic purée / lavender jus served with:

- **Cauliflower Florets** roasted / tahini / pomegranate
- **Crispy Fingerling Potato** (GF)(VG) caramelized onion / fried rosemary

48hr Beef Brisket (GF) (live carved)

brined, slow cooked and roasted / horseradish cream / caramelized apple compote served with:

- **Charred Green Beans** (VG)(GF) dried black olive / smoked tomato vinaigrette
- **Mini Baked Potato** (GF) baby Yukon golds / crème fraiche / chive / crispy bacon

STARCH SELECTIONS

Select one (1) additional station from this category.

Poached Argentinian Shrimp (GF) (DF) (live action) gently poached / lime / crispy coconut / coconut rice

Pasta Bar house made pasta served with one meat and one vegetarian sauce

Stir Fry rice noodles / stir fried vegetables / garlic black bean sauce / scallions / sesame seeds / bean sprouts. Choice of skirt steak, chicken or marinated tofu.

LATE NIGHT STATIONS OR PASSED SHORT PLATES

Choose one (1): all are served passed or from station and start at a rate of $20.00 per person with costs added to your final menu and budget.

TACOS

Choose two (2) from list. All served on warm corn tortillas.

Steak Asada Chipotle cumin rubbed flank steak / onion / avocado / cotija cheese / salsa roja / cilantro

Chicken Tinga braised and pulled chicken with achiote paste / pickled shallots / queso fresco / salsa verde / cilantro

Crispy Fish corn & cabbage slaw / cilantro lime crema / fresh cilantro

Pulled Pork BBQ pulled pork / peach salsa / cabbage slaw / cotija cheese / avocado crema / cilantro

Sweet Potato Chipotle spiced sweet potato / black beans / shredded iceberg lettuce / pickled red onions / guacamole / salsa / cilantro

PIEROGI BAR

Pierogis stuffed with cheese & onions served with guest's choice of toppings; sour cream / green onions / cheddar cheese / caramelized onions / bacon bits / crispy onions / chopped tomatoes / sautéed mushrooms

SPAGHETTI & MINI MEATBALLS

House made pasta / Abruzzese tomato sauce / mini all beef meatballs / pecorino / baby basil

Vegetarian option will also be served.

GOURMET GRILLED CHEESE

Served with house made potato chips.

UN-BRIE-LIEVABLE - Brie, apple, arugula, sourdough

CROQUE MONSIEUR - Gruyere, parmesan, ham and béchamel, pain au lait

ITALIANO - Tomato, provolone, basil pesto on Italian bread

LATE NIGHT STATIONS OR PASSED SHORT PLATES

SLIDERS

Choose two (2) from list below.

Served with house made potato chips.

Beef Sliders beef chuck / aged cheddar / Marie Rose sauce / iceberg lettuce / pain au lait bun

Fried Chicken dill pickle / spicy maple syrup / buttermilk ranch / iceberg lettuce / brioche bun

Pulled Pork tangy slaw, jack cheese, brioche bun

Beyond Meat (VE) aged cheddar (or vegan cheddar) / iceberg lettuce / Marie-Rose sauce / brioche bun

MINI SUBS AND CHIPS

Served on pull a part Pain Au Lait bread and with house made potato chips.

Vegetarian option provided.

Traditional "assorted"

Meatball brioche bun / tomato sauce / beef + pork meatball / mozzarella / pumpkin pesto

Vegetarian option provided.

Served with house made potato chips

STRIP-FRY (V) rice noodles / stir fried vegetables / garlic black bean sauce / scallions / sesame seeds / bean sprouts

HOST BAR PACKAGES

STANDARD PACKAGE

SPARKLING
NV, Prosecco, Reguta, Veneto

WINE- Choice of two (2)
2022 Celliers des Demoiselles, Chardonnay, France
2022 Celliers des Demoiselles, Pinot Noir, France
2021 Tenimenti Civa, Pinot Grigio, Italy
2021 Teninmenti Civa, Cabernet Sauvignon, Italy
2020 Casa De Llana, 'Alma', Sauvignon Blanc, Spain
2020, Casa De Llana, Tempranillo, Spain
NV, Prosecco, Reguta, Veneto

BEER
Estrella Damn
Peroni
Modelo
COZ Beer

SPIRITS
Vodka: Tito's Handmade
Gin: Open Coast
Rum: Plantation White
Tequila: Terre mana Blanco
Bourbon: Evan Williams
Whiskey: Stalk & Barrel
Brandy: St. Remy
Liqueur: Campari & Aperol
Vermouth: Dolin's White & Rouge

HOST BAR PACKAGES

PREMIUM PACKAGE

Additional $25.00 per person if selected will be added to menu and budget.

SPARKLING

Cremant de Loire, Vincent Caille X Bulles, NV, Loire Valley, Chenin Blanc

WINE - Choice of two (2)

Sauvignon Blanc, Joseph Mellot, 'Sincerite', 2021, Loire Valley, France
Grillo, Baglio Di Grisi, 2020, Sicily
Pinot Blanc, Domaine Zinck, Portrait, 2021, Alsace
Dominque Piron, 2020, Beaujolais Villages, France, Gamay
Nero d' Avola, Baglio Di Grisi, 2020, Sicily
Sangiovese, Fattoria di Grignano, 2019, Chianti, Italy

BEER

Estrella Damn
Peroni
Modelo
COZ Beer

SPIRITS

Vodka: Ciroc
Gin: Aviation
Rum: Smith & Cross Jamaican
Tequila: Terre mana Reposado
Bourbon: Bulleit
Irish Whiskey: Roe & Co
Blended Whiskey: Johnny Walker, Black Label
Scotch: Jura 12 YEAR
Campari & Aperol
Vermouth Dolin's White & Rouge

Ask your event planner about cash and consumption bar options.

FREQUENTLY ASKED QUESTIONS

WHAT SERVICES ARE OFFERED BY THE SUTTON PLACE HOTEL TORONTO?

The Sutton Place Hotel Toronto is a full-service venue, in that we will provide the event venue, all food and beverage, service staff, and Event Sales Manager. The Sutton Place Hotel Toronto offers standard round tables, banquet chairs, floor-length linens, cloth napkins, china, flatware and stemware. Additional items may be requested, quoted and billed as separate.

WHAT TYPES OF EVENTS ARE OFFERED BY THE SUTTON PLACE HOTEL TORONTO?

CORPORATE

Boardroom Meetings
Conferences
Expos
Symposiums
Annual General Meetings
Product Launches
Corporate Events
Holiday events

SOCIAL

Weddings
Engagement Parties
Bridal Shower
Bachelor + Bachelorette Events
Rehearsal Dinners
Farewell Brunch
Birthday & Anniversary Events
Bar + Bat Mitzvah

DO I NEED AN EVENT PLANNER or COORDINATOR?

While not imperative we do recommend that despite having a Event Sales Manager and Banquet Managers to work with at The Sutton Place Hotel Toronto, you still hire a professional Event Planner or Coordinator. The Event Sales Manager at Sutton Place Hotel Toronto will work with you from the point of initial contact, through the contracting phase and will assist while working through the details as it relates to your event venue. Your contact person will work with you on guest room requirements, deposits/payment, menu planning, set-up details and floor plans, service timing for the event reception and meal, as well as liaise with the culinary and banquet teams so that they are also well-versed in what is important to you on your event day. They are on-site the day of your event to greet your hired Event Coordinator and introduce them to the Banquet team, who will oversee the event service for your event; ensuring all details have been relayed. The Event Sales Manager will work hand-in-hand with your hired Wedding Planner/Coordinator; however, a Wedding Planner can assist you with services outside of the scope of the hotel. A full Planner can often assist with coordination from engagement to your honeymoon, working with you on your overall design and concept, doing all of the research and legwork, liaising with the venue, photographer, officiant, decorator, florist and DJ. Even if you opt out of full planning services, most professional planners will still offer 'partial planning' or day-of event coordination, which can be essential in the making the big day as special and successful as you always dreamed it to be!

FREQUENTLY ASKED QUESTIONS

WHAT IS REQUIRED TO CONFIRM THE VENUE?

Once you decide to book your event at Sutton Place Hotel Toronto, you will receive a contract from your Event Sales Manager. The contract will outline the event date, function room, start and end times, food and beverage minimum spend (revenue commitment), function room rental fees (in some cases), as well as any concessions agreed to. A deposit schedule will be outlined in your contract, and all events must be 100% prepaid a minimum of two weeks before the event, at which time a pro-forma invoice will be sent to you.

Your date will be considered confirmed once both the initial deposit and signed contract have been received.

WHAT ARE YOUR SERVICE CHARGES AND APPLICABLE TAXES?

All prices are subject to an 18% service fee. Applicable taxes will be applied as outlined by the Province of Ontario. All taxes and fees are subject to change without notice.

ARE THERE ANY ADDITIONAL FEES?

Service staff is included as part of your event at The Sutton Place Hotel Toronto as it relates to the essential service of the catered meal. Additional labour fees may apply where applicable such as coat check, cashier for a cash bar, dedicated Chef for an attended buffet station, and/or bartender fee if your bar sales fall short of the expected bar revenue. Please refer to the Catering menu for any related possible labour or service fees.

WHAT TYPES OF MENUS ARE OFFERED?

The Sutton Place Hotel Toronto offers a selection of plated or buffet meals, featuring local and sustainable offerings, some of which may be seasonal. Despite a great selection of offerings, our Executive Chef and talented culinary team are pleased to work with you on customizing the menus to suit your preferences. Special dietary needs/requests can be also accommodated; please ensure your Event Sales Manager is aware of them in advance of your special day. With exception of wedding cakes, we do not permit outside Food and Beverage. Please note that menu items and pricing are subject to change based on current offerings and rate of inflation.

WHAT DO I NEED TO KNOW WHEN SELECTING MY MENUS?

Please refer to your event and wedding sales documents for a list of all inclusions.

FREQUENTLY ASKED QUESTIONS

CAN I GIVE A CHOICE OF ENTREES TO MY GUESTS?

If you wish to provide a choice-of entrees, a maximum selection of three (3) entrees is available and one of the three is required to be a vegetarian selection. All choices must be pre-selected. The Sutton Place Hotel Toronto will allow a maximum attrition of 10% up to a maximum of 10 guests. Should the numbers be reduced by more than 10%, a surcharge of 50% of the estimated food and beverage will apply on the difference. We also require a separate document that your team creates “Seating Assignment & Entree Selections” A completed copy of this document will be due 2 weeks prior to your event. The hotel also requires that you provide and set-up place cards on the tables for each of your guests with their name andentrée selection indicated on it.

WHAT ARE OUR OPTIONS FOR CHILDREN’S MEALS?

The Sutton Place Hotel Toronto offers a 3-course plated meal for children up to 12 years of age, priced at $50 per child. If you will be offering a plated meal for children, a choice of entrée is not available – all children’s meals will be the same, unless an allergy is being accommodated. If you will be providing a buffet as the main meal for your guests, then reduced pricing is available at 50% of the regular buffet price for children ages 5-12 years; complimentary for children less than 5 years.

CAN I BRING IN A WEDDING CAKE?

Only pre-approved wedding cake/specialty desserts are permitted to be brought into the Hotel. All cakes/specialty items must be set up by the baker/supplier, not by the hotel. All outside items are subject to approval by the Event Sales Manager.

WHAT IS YOUR CAKE CUTTING FEE?

A surcharge of $5.00 per person will be added to your meal price, plus applicable tax/service fee.

WHAT IS YOUR POLICY ON CANDLES?

Generally, candles are permitted in our function rooms, as long as they are LED and there is not an open flame. Please discuss your décor vision with your Event Sales Manager before purchasing candles as there may be some additional limitations.

ARE WE PERMITTED TO VINYL WRAP THE DANCE FLOOR?

Yes, we do allow events to apply a vinyl covering to the dance floor, however in keeping in line with The Sutton Place Hotel Toronto’s commitment to sustainability, we require that any vinyl (waste) is 1- removed from the dance floor by the party’s hired vendor(s), and 2- all waste is 100% removed from the hotel premises and disposed of off-site. A cleaning/ disposal fee of $500.00 will apply for any vinyl/ non-recyclable materials left on the dance floor/venue.

FREQUENTLY ASKED QUESTIONS

WHAT TIME CAN OUR DJ / BAND PLAY UNTIL?

In accordance with the local liquor licensing policies, all events must end by 1 a.m. This relates to DJs, live bands, and any other form of patron participation entertainment.

WHAT AUDIO-VISUAL AND LIGHTING SERVICES ARE AVAILABLE?

Microphones, sound equipment, video projection, lighting, and a full range of audio-visual services are available through our in-house inventory. In partnership with a dedicated A/V specialist, skilled technicians and state-of-the-art equipment that are responsive to your every need can be added to your event at extra rates and charges. Additional information, including current pricing, is available through your Event Sales Manager or by contacting our partner directly. If you prefer to use an outside AV company, a Third-Party Supplier fee will apply.

CAN WE ARRANGE A MENU TASTING?

Menu tastings are available to weddings and in some instances based on a minimum revenue commitment of and to those events that will be selecting a plated dinner; they are not provided for buffets or reception hors d'oeuvres. Menu tastings are provided for up to 4 guests; generally scheduled weekdays - based on availability of the Event Sales Manager and Executive Chef. Most often, menu tasting is arranged 30-90 days before the event date. Please schedule approximately 90 minutes for your tasting.

IS THERE A REHEARSAL, IF BOOKING OUR CEREMONY AT THE SUTTON PLACE HOTEL TORONTO?

If your ceremony will be held at The Sutton Place Hotel Toronto, we are happy to assist with space for your event rehearsal. Rehearsals can be arranged via your Event Sales Manager, up to 60 days before the event date, pending that the requested date/time does not interfere with another booked event. The Sutton Place Hotel Toronto will be able to confirm the rehearsal date and time. Rehearsals are typically 30-60 minutes and will be facilitated by your hired event coordinator. The Event Sales Manager does not generally coordinate ceremonies or rehearsals. Any food or beverage will be quoted as separate for this rehearsal and all applicable taxes and gratuities will apply.

ARE WE PERMITTED TO TAKE PHOTOS ON-SITE?

Photos are permitted in the following locations at The Sutton Place Hotel Toronto –outside the hotel and surrounding areas, common function space areas (pending other events taking place at the time of the shoot); photography in the hotel lobby requires discretion of the Event Sales Manager so as not to be disruptive to other hotel guests. Photographs in the public areas of the Hotel must have prior approval from the Event Sales Manager, and a schedule of events.

FREQUENTLY ASKED QUESTIONS

WHAT PARKING OPTIONS ARE AVAILABLE AT SUTTON PLACE HOTEL VANCOUVER?

Parking is available at Sutton Place Hotel Toronto. Please speak with your Event Sales Manager for further details.

WHAT ARE OUR OPTIONS FOR HOTEL ROOM RATES?

In most cases, The Sutton Place Hotel Toronto offers one complimentary room as part of the wedding package, based on qualifying Food and Beverage minimum revenue requirements. Please refer to our wedding package for a list of inclusions. Should you require additional rooms, the Hotel can extend a contracted rate for a group block of 10+ rooms. A “room block” guarantees a specified number of rooms for you/your guests at a preferred rate, however the revenue associated with the agreed number of rooms would be reflected on a separate contract discussed with Hotel Sales Department, and you would be responsible for ensuring the full guest rooms’ revenue committed has been met. Connect with your event sales manager for an introduction and further details.

DO YOU OFFER THE OPTION OF ADDING GUEST FAVOURS?

The Sutton Place Hotel Toronto would love to assist in providing your guests with a memorable keepsake from your event. Please enquire with your Event Sales Manager with regard to availability and pricing.

PREFERRED VENDOR LIST

The Sutton Place Hotel Toronto is proud to work with a talented team of third-party vendors for items we do not provide in-house. Please click the link here for more details or ask your event sales manager for more details.

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