

Booking Payments:

The host is accountable for timely payment of all deposits according to the Deposit Schedule: 25% at the time of booking to secure the date and 50% at the time of confirming the menu and the number of guest attendees and the last remaining balance of 25% will be paid on the event day. Visa, MasterCard, Debit, and cash are accepted payment methods.

Music and Entertainment:

We provide our in-house PA system for announcements. However, the arrangement and payment for DJ services or other entertainment are the host's responsibility.

Decorations and Cleanup:

Decorations must be placed only in designated areas without causing any damage to interior surfaces. Removal of decorations and flowers is required at the end of the function. Cleanup services for decorations are available at an additional cost of \$100 per hour. General cleanup, such as carpet, dishes, glassware, and spills, is included in the hall rental fee.

Buffet Services:

We offer three buffet menu packages to fit various budgets. All menu selections are from our current catering menu and come with included condiments. Service staff, tableware, and appropriate dinner settings are provided.

Midnight Snack:

Extend the celebration with our midnight snack featuring assorted cold cuts, seasonal vegetables & dip, cheese & pickles, various dinner buns & butter, and tea & coffee at an additional cost.

Wedding Cakes, Cutting, and Plating:

You are responsible for arranging and delivering your wedding cake to your desired location within the venue. We offer complimentary cake cutting and include it in the dessert buffet after the initial cut.

Food & Beverage:

All food and beverage services will be provided by the venue.

Leftover Food or Beverage:

Regrettably, due to health regulations, any remaining food or beverage cannot be taken home.

Special Dietary Requirements:

Please inform us of any guests' allergies or special dietary needs at least 7 days before the event, and we will gladly accommodate their requirements.

Bar Service and Beverage Regulations:

We offer bartender services for both cash and host bars at an additional cost. Only Moonlight staff members are allowed to serve as bartenders. Outside alcoholic beverages are subject to corkage fees and must comply with Alberta drinking laws.

Alberta Drinking Laws:

To comply with Alberta's liquor laws, no person under 18 will be served. Valid photo ID may be requested from anyone who appears under 25. Service of alcoholic drinks ends by 1 am, with consumption completed by 2 am.

Reservation and Menu Confirmation:

A confirmed reservation for the expected number of guests and menu choices is required at least 15 days before the event. You will be billed based on the guaranteed reservation, final reservation, or actual attendance, whichever is greater. We can cater for up to 10% more than your guarantee. Failure to provide a menu choice will result in the default standard menu.

Service Charge/Sales Tax and Gratuity:

A 5% GST tax is added to all food and beverage prices, along with a mandatory 15% gratuity for all catering services.

Cancellations:

50% of the deposits and payments made are non-refundable in the event of cancellations or postponements.

Liability:

Moonlight is not liable for any loss or damage to merchandise before, during, or after an event. The Patron assumes responsibility for any breakage or damage to the premises and will be charged accordingly upon signing the agreement (A valid Credit Card of the person making the reservation will be required to secure for a minimum of \$1000 CAD as a damage deposit, which will be returned after accessing the venue for any damages).

*Terms & Policies are subject to change without notice.