

SUN PEAKS GRAND BALLROOM – RECEPTION

FAQ

Q Will a Sun Peaks Wedding Coordinator be present at my reception?

A To support you on this special day your reception will be spearheaded by a Banquet Captain to ensure your event runs smoothly.

ACCESS, SET UP, & DÉCOR

Q Will the hotel set up tables with linen and chairs?

A Yes, we will set your reception venue with our wooden dance floor, gold and green banquet chairs, and tables draped with white mid-length linen as well white linen napkins, silverware, glassware. Should you wish to bring in your own table cloths/overlays/runners, and/or linen napkins we will require these ahead of time for set up.

Q When is the venue available to decorate? And when do we need to take the decorations down by?

A You will receive access 3 hours prior to your event for your decorating. Take down of your decorations must be completed within an hour after your event concludes.

Q Can I rent additional time for décor access and take down?

A Yes, additional time is available with an additional rental. Please inquire with your Sun Peaks Wedding Coordinator for the exact cost of doing so. Additional access times that are available for your décor set up are 8am or 12pm on your wedding day, or 4pm the day before. For additional access for your decor take down, you would have until 11am the day after.

Q What time can my reception begin?

A You are welcome for your reception to begin at a time that is most suitable for your wedding day timeline.

Q What time do we have the Ballroom until?

A Dependent on the time of year that is booked, you will be granted an end time between 11:00 pm and 12:00 am. For a specific answer pertaining to your event, please ask your Wedding Coordinator.

Q Can my decorator hang lights and ceiling drapery?

A Most certainly. In fact, the ballroom is already equipped with anchor points for this. Should your decorator require use of our ladders a liability waiver must be signed prior to use. In turn, should they wish to utilize our scissor lift for decorating then you must hire our maintenance staff to operate it to remain inline with our Liability Procedures. This is available at \$60 per hour.

Q Can we use candles in our décor?

A Yes. Please just ensure that the flame is lower than the vase.

LOCATION

Q Is this venue wheelchair accessible?

A Yes, it is.

SURROUNDINGS

Q Will there be other events in the other portions of the ballroom that I do not book?

A Yes. The ballroom is made up of three portions and any portions in which you do not book are available to be sold to other events including social events such as weddings.

HOTEL & RESORT REGULATIONS

Q Can we bring our own wine in to the reception?

A No. As per our Liquor License all alcohol must be provided by the Sun Peaks Grand Hotel. Should you like to have us bring any specialty wines/liquors in for your big day we would be happy to as long as it is available to be purchased at a Government Liquor Store. You will also then be required to purchase the full amount that is bought in so that none will be left in our inventory.

Q Can we bring our cake in to the reception?

A Yes, alongside a signed Food & Beverage Waiver removing all liability from the Sun Peaks Grand Hotel for any foodborne illnesses.

Q Can we store our flowers and/or cake in the venue's kitchen fridge?

A Unfortunately no as our fridges are full of all the food and goodies that your guests will be enjoying. We suggest rather keeping your flowers in your air-conditioned room as well as your cake should it have a full-size fridge. Better yet we suggest having it delivered on the day of your wedding to ensure maximum freshness.

THE WEDDING & EVENTS TEAM

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SUN PEAKS GRAND
HOTEL & CONFERENCE CENTRE