

2026 & 2027 WEDDING GUIDE



Kim Payant Photography

OTTER
HOTEL

WWW.OTTERHOTEL.COM

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WEDDINGS

AN UNFORGETTABLE CELEBRATION BEGINS WITH
AN UNFORGETTABLE SETTING.



Thank you for considering the Otter Hotel for your special day. Set against the breathtaking backdrop of Banff National Park, our hotel offers an upscale and romantic setting for your wedding celebration.

Whether you're planning an intimate gathering or a large celebration, the Otter Hotel provides a memorable Banff location to bring your vision to life.

The Otter Hotel delivers elevated luxury and contemporary style, setting the stage for a truly memorable wedding weekend.

Celebrate with your loved ones, raise a glass to your new beginning, and dance the night away—all while surrounded by the natural beauty of the Canadian Rockies and the thoughtful amenities of the Otter Hotel.

THE HOLT ROOM



Room Details

With an inbuilt dance floor, balcony overlooking iconic Banff mountains, natural wood accents and hand-blown glass lighting, the Holt Room is the perfect venue to stun your wedding guests.

Maximum Capacity: 104

Dimensions: 62.8' x 28.8'

Approx. Square Footage: 1,798 sq. ft.

Catering

Catering is available from Good Folk restaurant, featuring elevated Canadian flavours and local ingredients. Every detail is thoughtfully designed to elevate your experience and delight your senses.

Pricing

The Holt Room can be set up for an indoor wedding ceremony, then reset for your reception.

RECEPTION & CEREMONY BASE COST*

May 1st - September 30th and all Saturdays

Holt Room Rental	\$2,000
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Minimum Food & Beverage Spend	\$12,500
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October 1st - April 30th

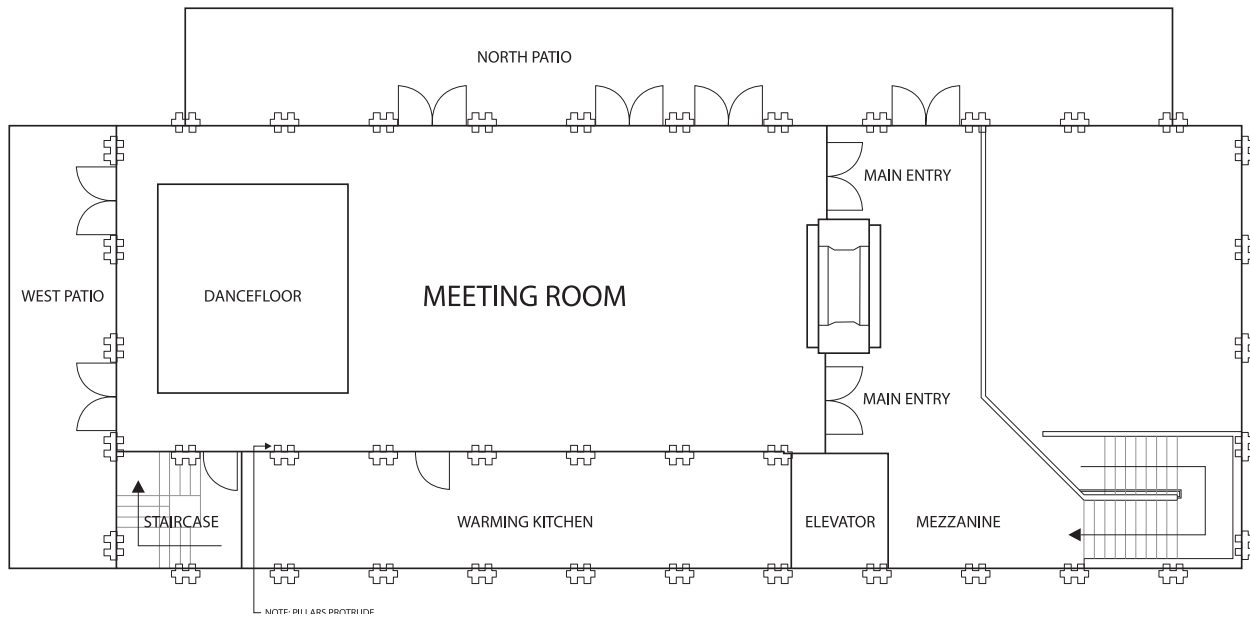
Holt Room Rental	\$1,200
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Minimum Food & Beverage Spend	\$7,500
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*Costs are based off minimum spend. Restrictions may apply and 5% GST and 18% gratuity is not included.

Deposits: The room rental fee is due at the time of booking. Second deposit of 50% of minimum Food & Beverages is due 6 months prior to the wedding date. Third deposit of 50% of minimum Food & Beverages is due 90 days prior. Full payment due 21 days prior, excluding bar charges.

FLOOR PLAN



About The Space

This spacious wedding venue spans 1,798 square feet and features a built-in dance floor and a large patio with stunning mountain views. A mezzanine level leads into the main space, offering an elevated view and easy access to the central area. The combination of indoor elegance and outdoor beauty creates an unforgettable setting for a wedding celebration.



PACKAGE INCLUSIONS



Reception Package

RECEPTION ROOM RENTAL

Available from 9:00am until midnight.

- Evening prior access may be possible based on availability and must be confirmed 30 days prior to your wedding date.

RECEPTION

- Banquet tables 5ft round or 6ft rectangle.
- Banquet chairs.
- Standard white table linen, napkins, and tableware including cutlery & glassware.
- A cake plating fee.
- Sound system (ambient background music)
- SOCAN & RE:Sound fees.
- One bartender.
- Dance floor, podium, one microphone.



Ceremony

- Indoor ceremony; requires a 3 hour flip time to reset for the reception after the ceremony.
- Banquet chairs.
- Signing table with white linen.





DINING OPTIONS

IMPRESS YOUR GUESTS WITH ELEVATED
DINING OPTIONS.



At the Otter Hotel, we offer a range of dining options to make your wedding celebration unforgettable. Choose between an elegant plated menu with a selection of dishes or a family style menu, designed to share around the table.

We strive to meet the dietary restrictions of our guests, please discuss the available options with our team.

During cocktail hour, guests can enjoy appetizers such as cheese platters, mushroom arancini, lamb chops and crabcakes.

For late-night snacking we offer a variety of light bites to satisfy late-night cravings. Each dining option is thoughtfully curated to provide a delightful culinary experience. We strive to ensure that every meal is a memorable part of your special day.

PLATED DINNER

Enjoy our plated dining experience, featuring the option to customize a three or four-course meal. For three-course selections, any course may be omitted based on your preference. Each table will be welcomed with a basket of freshly baked artisan rolls and butter to begin the meal. The 3rd course is served with potato pave and seasonal vegetables.

First Course

BUTTERNUT SQUASH BISQUE
toasted seeds, extra virgin olive oil VE

**SMOKED TOMATO & RED PEPPER
BISQUE**
micro basil VE, GF

CREAMY WILD MUSHROOM
fresh herbs, truffle oil V, GF

Second Course

VINTAGE GREENS
toasted pecans, puffed wild rice, radish sprouts,
grapefruit vinaigrette VE, GF

PRIME BEEF TARTARE
grainy mustard caper aioli, crisps DF

TROUT GRAVLAX
goat cheese, house pickle GF

Third Course

**ROASTED PRIME ALBERTA BEEF
STRIPLOIN (8OZ)**
cooked to medium rare, peppercorn jus GF, DF

HERB ROASTED CHICKEN BREAST
tarragon brown butter jus GF

ORGANIC SALMON
lemon dill gremolata GF, DF

WILD MUSHROOM RISOTTO
Nostrala cheese, artichoke, sage, vincotto V, GF

Fourth Course

BC APPLE TART
salted caramel gelato V

CHOCOLATE GANACHE TORTE
milk chocolate mousse, blackberries V

ADD CHEESE PLATE
artisan cheeses, house preserves, dried fruit,
candied nuts, crisps, served family style V

* All dinner options include freshly brewed coffee and a selection of teas.

* Please ask for our most up to date menus and pricing.

* All prices are subject to 18% gratuity and 5% GST.

FAMILY STYLE DINNER

Each table will be served portioned servings of each item on the menu, presented on elegant platters meant to be passed, shared, and enjoyed together.

First Course

BREAD BASKET

artisan rolls & breads with
rosemary butter V

ENDIVE & LITTLE GEM SALAD

Manchego cheese, toasted squash seeds,
citrus vinaigrette V, GF

TRIO OF SPREADS

cauliflower hummus, whipped feta,
Tuscan white bean V

Second Course

ROASTED PRIME NEW YORK STRIPLOIN

cooked to medium rare, red wine jus GF, DF

BAKED FILET OF SALMON

grape tomato vierge GF, DF

ROASTED CHICKEN BREAST SUPREME

brown butter jus GF

FOREST MUSHROOM RISOTTO

French lentils, Reggiano cheese, fresh herbs V, GF

ROASTED ROOT VEGETABLES VE, GF

YUKON GOLD OLIVE OIL MASHED POTATOES VE, GF

GRILLED BROCCOLINI VE, GF

Third Course

PETIT SWEETS

or

BC APPLE TART

salted caramel gelato V

* All dinner options include freshly brewed coffee and a selection of teas.

* Please ask for our most up to date menus and pricing.

* All prices are subject to 18% gratuity and 5% GST.

ADDITIONAL FOOD OPTIONS

Appetizers

During cocktail hour, we offer a variety of appetizers and canapés to enhance your event. Delight your guests with a curated selection of passed canapes such as:

BEEF TENDERLOIN BITES
MUSHROOM ARANCINI
CHICKPEA FRITTER
GINGER CHILI GLAZED PRAWN
BEEF TARTARE
LAMB CHOP
TROUT GRAVLAX
CRAB CAKE
SMOKED DUCK BREAST

Late Night Snacks

Let the wedding celebration continue into the night with a curated selection of late-night snacks designed to keep the energy high.

CHICKEN WINGS
BEEF SLIDERS
TRUFFLE PARMESAN FRIES
SWEET & SAVOURY BAR
PIZZA BAR
PEROGY BAR
HOT CHOCOLATE &
MARSHMALLOWS
HOUSE MADE KLONDIKE BARS
HOUSE POTATO CHIPS



BEVERAGE SELECTIONS

Bar Service

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 with an honour bar. Set up a jar on the bar to collect contributions. All charges will be billed to the master account.

Bar Selections*

PROSECCO TOAST / WELCOME DRINK

Welcome your guests with a chilled glass of bubbles.

TABLE WINE

Red and white wine options for the table. Provide your guests with wine during dinner service.

SIGNATURE COCKTAILS (1OZ)

Create your own or re-name your favourite drink.

BAR OFFERINGS

Standard or Premium liquor selection available with options to customize your beer and cocktail choices.

*All prices are subject to 18% gratuity and 5% GST.

*Please ask for our current menu's for selections and pricing.

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

ACCOMMODATIONS

About The Hotel

The Otter Hotel is Banff's newest luxury retreat, where comfort meets the beauty of the Canadian Rockies. Located in the quieter area of uptown Banff nestled along the forest edge, the Otter Hotel offers a rejuvenating stay in an unforgettable setting.

Choose from a range of accommodations, including stylish hotel rooms, spacious superior suites, and elegant mountain-view king suites. Guests can unwind in two outdoor hot pools, relax in the sauna, or gather around the outdoor fireplace with a cozy seating area, an ideal spot to take in breathtaking mountain views.

Pet-friendly rooms are available upon request for an additional fee, so your four-legged companions can enjoy the adventure too.

Booking Info

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

**15% off guestroom rates from:
May 1 to September 30**

**20% off guestroom rates from:
October 1 to April 30**

TERMS & CONDITIONS

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



LOCAL VENDORS

Planning

Rocky Mountain Weddings & Events
(587) 222-0026 · info@rmwe.ca

Mountainscape Weddings
(403) 760-5431 · weddings@mountainevents.ca

Elope in Banff
(403) 668-0881 · elopeinbanff.ca

Cake Companies

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

Treats & Favours

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

Rocky MTN Chocolate
(403) 762-2624 · rockychoc.com

JK Bakery
(403) 678-4232 · jkbakery.ca

Frankie D's Doughnuts
frankiesdonuts.com

Flowers

Banff Mountaintop Flowers
(403) 762-8600 · banffmountaintopflowers.com

Forget-Me-Not Flowers
(403) 762-4111 · banffflowers@gmail.com

Photo & Video

Mountain Wedding Videos
(403) 493-6672 · mountainweddingvideos.com

Kim Payant Photography
(403) 497-5111 · kimpayantphotography@gmail.com

Jackie LaRouche Photography
(403) 760-5612 · hello@jackielarouche.com

Jody Goodwin Photography
(250) 344-1783 · info@jodygoodwinphotography.com

Rocky Mountain Photo Co.
(587) 575-2020 · info@rockymountainphoto.com

Beauty

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

Beatnik Salon
(403) 985-5550 · beatniksalon.com

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

Entertainment

Bow Valley DJ
(403) 688-7186 · booking@bowvalleydj.com

Class Act DJ Service
(403) 678-2949 · classactdj.com

Livin' & Dancin' DJ Services
(403) 609-3546 · banffcanmoredj.com

LOCAL VENDORS

Esthetics & Spa

Red Earth Spa at the Banff Caribou Lodge
(403) 762-9292 · redearthspa.com

Meadow Spa & Pools (Moose Hotel & Suites)
(403) 760-8577 · banffmeadowspa.com

Commissioners

Faryna, Karyn Audrey
(403) 762-8098 · info@banfflakelouiseweddings.com

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

Married By Cole · Cole Hofstra
(780) 994-2378 · colehofstra@gmail.com

White, Robin R.
(403) 760-4867 · info@banfflakelouiseweddings.com

Licensing

Banff Bureau
banffregistry.ca

Childcare

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

Childcare Connection Banff
(403) 760-4443 · info@childcarebanff.com

Transportation

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

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

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

Town of Banff

Public Ceremony Sites · banff.ca/Weddings
(403) 762-1235 · rentals@Banff.ca

DECOR FAQ

WHEN CAN WE SET UP OUR DECOR?

You will have access to the banquet room from 9:00am on the morning of your wedding day. Evening prior access may be possible based on availability and confirmed 30 days prior to your wedding date. All decor must be removed from the banquet room by 9:00am on the day after the wedding.

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.

WHAT IS NOT PERMITTED BY THE VENUE?

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. Should damages occur in a banquet room due to the negligence of members of the wedding group, an assessment for damages will be added to the master account upon departure.

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.



WEDDING DAY FAQ

WHERE DO MY GUESTS PARK?

Complimentary parking is available at all of our venues for those staying overnight in our hotels. Underground, heated parking (6'7" clearance) is available on a first come, first serve basis. All other guests must use alternate parking or transportation.

WHO IS MY ONSITE CONTACT PERSON?

21 days prior to arrival your Sales & Catering Coordinator will transfer your wedding file to the Food & Beverage Manager of the venue. Upon arrival at the hotel, the Food & Beverage manager will be your primary contact and will be on hand on your wedding day to ensure all goes well.

CAN OUR DOG OR CAT BE PART OF OUR WEDDING?

Unfortunately our indoor banquet spaces at the Otter Hotel are not pet friendly. We do however offer pet friendly guestrooms.

DO YOU PROVIDE AN EMCEE?

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



FOOD & BEVERAGE FAQ

CAN WE BRING OUR OWN FOOD OR WEDDING CAKE?

Due to licensing, health regulations and insurance requirements, all food and beverages served must be supplied and prepared by the venue. Additionally, no remaining food or beverage may be removed from the premises, with the exception of wedding cakes/cupcakes. A Cake Plating fee is included in each 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. Please bring a cake knife & server set.

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 90 days prior to the event.

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.

CAN WE HAVE A CANDY BAR?

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



MISCELLANEOUS FAQ

EXTRA COSTS & ARRANGEMENTS

- Alcoholic beverages
- Wedding cake
- Overnight accommodations
- Rehearsal times
- Decor 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. This fee is included in the package price.

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. This fee is included in the package price.

DO I NEED TO HIRE A DJ?

There is a sound system in the Holt Room recommended for speeches or ambient background music only. For dancing we suggest renting your own speaker or hiring a DJ.

WHAT IS MY SALES & CATERING COORDINATOR'S ROLE?

Your Sales & Catering Coordinator is here to assist with all venue related queries and arrangements including banquet room, guestrooms, rehearsal dinner and food & beverage arrangements. Should you require extra assistance in scheduling your day, arranging decor, 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.

THE FINE PRINT

DEPOSITS & FINAL PAYMENTS

The Venue requires a non refundable deposit equal to the amount of the room rental fee, which the Venue must receive with the signing of our contract in order to guarantee a hold on the space. A secondary deposit of 50% of the minimum food & beverage spend is due 6 months prior to the event. A third deposit of 100% of the minimum food & beverage spend is due 90 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 21 days prior to the event, with payment for any additional charges incurred during the event to be invoiced post event.

CATERING & EVENT DUE DATES

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 21 days prior to the event. Further reductions made within 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 45 days prior to the event.

Seating Chart: Final seating chart must be submitted a minimum of 30 days prior to the event.

Floor Plan: Final floor plan must be signed and returned with 30 days prior to arrival.

Banquet Event Order: All functions will receive a Banquet Event Order outlining all event food & beverage services, which must be signed and returned with 30 days prior to your event.

Final Count: Final Guaranteed Guest Counts are due 21 days prior to your event.

Catering: Individual Entrée Choices (If a plated menu is chosen) are due 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.

FORCE MAJEURE

The performance of this Agreement by either party is subject to acts of God, government, 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.

THE FINE PRINT

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 6 months prior to the arrival date, a cancellation fee equal to your non-refundable first deposit (equal to the room rental fee) will be retained by the Venue.
- Cancellations received more 90 days than but less than 6 months prior to arrival date, a cancellation fee equal to the first deposit + 50% of the minimum food & beverage spend will be retained by the Venue.
- Cancellations received less than 90 days prior to arrival date, a cancellation fee equal to 100% of anticipated event revenue will be retained by the venue.

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



(403) 760-2204



www.banfflodgingco.com



events@banfflodgingco.com