

Event Tips

Whether for a gathering of friends or a more formal event, Canapés will make yours a memorable affair. With 20 years experience of event planning, our team of experienced professionals is ready to work with you, catering to your every need. No matter the detail, we will be with you throughout the event.

Things to Consider Before You Start

THE DETAILS

According to Oprah Winfrey, “The love is in the details.” And whether you love them or hate them, sometimes it’s the little things that can get in the way of planning an exceptional event. Before you request a proposal, consider the following:

- Determine your budget
- Make the guest list – this will help estimate how many guests to expect
- Pick a location – visit our event sites for suggestions [hyperlink]
- Set the date and time of the event

SEATING

Seated Meal

Work well at formal events such as weddings, galas, or where a presentation will take place.

Standing Reception

Works well for events with limited space, a short event time or where you want to encourage mingling and networking – consider having your guests stand and place some cabaret tables around the room as places to rest drinks.

Partial Seating

Works well when your guest list includes a mixed age group or may extend for a length of time.

BAR FEATURES

Dry Bar

If you have a budget-conscious event, eliminating alcohol completely will help with the expenses. To add options, consider a specialty non-alcoholic drink, such as hibiscus and ginger iced tea.

Beer and Wine

Variety is the spice of life...except when you’re waiting in line at the bar. Offering beer and wine as the only alcoholic options is cost-effective and keeps the bar line moving forward so that guests have more time to enjoy the event.

Full Bar

A special day deserves the best. Events with large crowds or gatherings for an exceptional occasion may call for a bar with full options for mixed drinks. Please let your event coordinator know if you would like to serve specialty drinks such as appletinis or mojitos, as they require additional mixers.

FOOD PRESENTATION METHODS

(Please discuss food allergies or dietary restrictions with your event coordinator.)

Passed hors d'oeuvres

This option works for any event. Either as a pre-dinner appetizer or as the sole service of the party, they are easy to hold in your hand, offer variety to the menu and are easy to serve. However, keep in mind that it takes wait staff to pass the hors d'oeuvres, which may increase your personnel estimate.

Stationary hors d'oeuvres

Works well for open houses, auctions, or receptions where guests arrive intermittently or move around within the event area.

Buffet

A popular service choice and familiar to everyone. This option helps keep personnel costs in line and is a good venue for offering a variety of menu choices.

Seated Meal

There are two options for seated meals: plated or family style. At a plated meal, our wait staff serve plated courses to individual diners. With family style, our wait staff serves an entire table with several plates of food and then each guest passes the food around the table...just like at home.

FOOD & BEVERAGE QUANTITIES

Meal	Hors d'Oeuvres	Drinks
Breakfast	none necessary	2 per guest
Lunch	1 to 4 per guest	2 per guest
Dinner	4 to 8 per guest	2 to 3 per guest
Hors d'Oeuvres Only (no dinner following)	6 to 12 per guest	2 to 3 per guest