

The Sarnia Riding Club, Lambton County's Premiere LakeFront Venue has an exciting opportunity for a...

CATERING/EVENT & FOODSERVICE PARTNER

The Sarnia Riding Club has a special opportunity for a foodservice professional who is interested in distinguishing themselves as the exclusive caterer and foodservice provider of the Sarnia Riding Club.

What we are looking for

- A professional onsite caterer to service special events.
- An exclusive partner in foodservice and the growth of the club.

What we offer

- The opportunity to run your own business.
- An established clientele.
- A turnkey kitchen and banquet facility at one of Lambton's County's premiere lakefront venues.
- Sales and administrative assistance to grow your business.
- Excellent terms for the right candidate.
- The opportunity to grow with catering, special events, an onsite café and other future on-site services.
- Opportunities to grow your own business in and outside of the club.
- Flexible working arrangement subject to negotiation.

AN INTRODUCTION TO THE SARNIA RIDING CLUB

The Riding Club is a Not-for-Profit Private Club on the shores of Lake Huron surrounded by a natural wooded area. It has a beautiful beach and boasts some of the most fabulous sunsets in the area. Our membership includes families, couples and single members of all ages.

The Club was founded in 1908. It was indeed a Riding Club and the members enjoyed several trail and beach rides and group picnics. The horses are long gone, but we preserve the name to keep this link with the past. Today we have a range of activities to suit all ages. An outdoor pool, six tennis/pickleball courts, two squash courts, a fitness gym, and of course the beautiful beach, keep our members engaged and active throughout the year.

Our 120-seated guest dining room is available for both member and non-member events, such as weddings, banquets, tournaments, conferences, showers, holiday member events, and corporate Christmas parties.



Primary Responsibilities of the Foodservice Provider

- To guarantee outstanding catering services to events hosted at The Sarnia Riding Club, such as, but not limited to weddings, corporate meetings and member events.
- Ability to cater appropriately and efficiently for up to 120 seated guests or 146 at a cocktail reception.
- Work in a positive team environment with SRC staff, members and guests.
- Provide distinctive menus, style and presentation.
- Consistently provide high quality food, outstanding customer service with flexibility and responsiveness to changing customer requirements.

SRC Responsibilities

SRC will be responsible to pay costs associated with its premises including heat, hydro, gas and water and to maintain and repair their own premises.

The SRC shall provide the following:

- Kitchen space: 32' x 10' main kitchen space plus 15' x 8' walk-in cooler and side work space.
- Initial stock of china, silver, steak knives, bread baskets, glassware, chafing dishes and water pitchers.
- The following equipment is currently available for use by the Caterer and will be shared with the SRC Cafe which runs May-September.
 - Walk in cooler
 - Oven
 - Gas stove with four burners, grill and dual ovens
 - Deep fryer
 - Coffee maker
 - Alpine Dishwasher
- The SRC shall coordinate the facility's functions and book the events.
- The SRC shall supply and serve alcoholic and non alcoholic bar beverages, except for coffee, tea and water.
- SRC shall be responsible for invoicing and collecting payment from all clients based on pricing and costs as per the term of the client contract. Amounts collected for catering will be forwarded to the caterer.
- SRC shall set-up all tables and chairs required for each event. This includes all tables for food, buffets, stations, etc.
- SRC or event decorator will set all linen and wine glasses.

Caterers Responsibilities:

- The caterer shall provide all catering required by the SRC including coffee and tea service.
- The caterer shall employ all cooks, food handlers, servers and dishwashers who shall remain the employees of the caterer. The caterer shall be responsible to arrange, pay, supervision, employment insurance, WSIB compensation, uniforms, etc.
- Meet with the client to review menu options, finalize the menu within timelines appropriate for the event.
- Set all china and cutlery on tables, plate and serve the meal, clear tables and wash dishes/utensils during or after event as required.
- Supply all condiments, sternos for chafing dishes, and supplies to maintain the kitchen in a clean and sanitary condition.
- The caterer shall produce a certificate of insurance for third party liability with a value of not less than TWO MILLION DOLLARS (\$2,000,000.00) for each of third party liability and where the SRC is included as also insured under a rider to the policy.

Submission Requirements

A brief overview of your current business:

- Summary of catering experience.
- Staffing: outline your current and additional staff needed to provide catering at The Sarnia Riding Club.
- Sample menus and base pricing for events.

Financial Arrangements

- The SRC is committed to ensuring a beneficial agreement for both the caterer and our club.
- A negotiable percentage of the total catering is retained by the SRC (or a negotiated alternative) in lieu of monthly rent or utility charges.
- The Riding Club will entertain creative proposals and innovative ideas opportunities that help grow the business.

Below is a tentative list of scheduled events for July 2023 through December 2023:

IN THE EVENT OF A SCHEDULING CONFLICT, A MUTUALLY AGREEABLE ARRANGEMENT IS POSSIBLE IN CONSULTATION WITH THE SARNIA RIDING CLUB

- July 8th - Members Event
- July 22nd - Members Event
- August 5th- Wedding
- August 12 or 19th - Members Event
- August 26th- Anniversary Party
- August 31st- Summer Programming Banquet
- September - Labour Day weekend - Season Closing Event
- September 7th- Wedding
- September 9th- Wedding
- September 16th- Wedding
- September 23rd- Wedding
- September 30th- Wedding
- October 7th- Wedding
- October 14th- Wedding
- October 21st- Wedding
- October 28th- Wedding
- November 4th- Wedding
- November 18th- Simon Warder Squash Tournament Banquet
- December 7th- Christmas Party
- December 15th- SRC Christmas Dinner
- Potential/Expected Corporate Christmas Party Bookings
 - November 23rd /24th / 25th/ 30th
 - December 1st / 2nd / 8th / 9th / 14th/ 15th

Also available to cater are our regularly occurring Friday Night Members Dinners and Wednesday Wing Nights.