

PRINCESS TEA PARTY



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A Magical Celebration Fit for Royalty

Make your celebration truly unforgettable with our enchanting Princess Tea Party! Set in the stunning and historic Old Mill Toronto, this magical experience features beloved princesses, delightful treats, and activities fit for royalty. Perfect for birthdays, bridal showers, baby showers, tea parties, or any special event that calls for a touch of magic!



Timeline

Afternoon Tea Service (30 mins)

Princess Entertainment (90 mins)

Princess Arrival & Introduction

Storytime

Sing Along & Dance Activity

Fun Imagination & Adventure Games

Amazing Magic Trick Performance

Princess & Prince Lessons

Crowning Ceremony

Royal Parade

**Optional: Happy Birthday Sing Along
with Birthday Cake**

Up to 10 minutes

**Princess Meet & Greet & Photo
Opportunity**

Up to 10 minutes

Royal Goodbye

Princess Tea Package

Princess Event Duration

30 minutes of Afternoon Tea Service followed by 90 minutes of Princess Activities.

Room

Choose an enchanting ballroom for your Princess tea party, based on availability. Room rental fees vary by size and selection. Explore our beautiful ballrooms at www.oldmilltoronto.com/ballrooms.

Princesses

Choice of 2 Princesses from our magical roster for a minimum of 30 guests. For every additional 15 guests, please add another Princess for \$325.

Overtime: \$40 per Princess for every 15 minutes, based on availability.

Banquet Menu

Kids Afternoon Tea Package: \$35 per child (3-12 years old)

- 1/2 ham & cheese sandwich and 1/2 grilled cheese sandwich
- 2 mini chocolate chip cookies
- 3 desserts: cake pop, mini cupcake, and macaron
- 4oz drink (milk, chocolate milk, or juice)
- Gluten-free options available for an additional \$3 per person

Adult Afternoon Tea: \$60 per adult

- Current Afternoon Tea menu served. Please visit www.oldmilltoronto.com/afternoon-tea
- Includes 3 sandwiches, 2 scones, 4 desserts, and a choice of Sloane Tea
- Gluten-free options available for an additional \$3 per person

Any extra food and beverages are available at an additional cost.

Birthday Cake - \$120 (Optional)

8" Round cake with three layers of sponge cake and two layers of filling, topped with a printed edible image.

Flavours: Vanilla, Chocolate, Pink Velvet, Funfetti (Premium flavours available at an additional cost)

Designs: Basic designs included (simple pipework and piped writing); upgraded designs available for an additional fee.

A cake-cutting fee applies if you bring your own cake. See cake page for more details.

Exciting Activities

Princesses will lead an interactive storytime, singalong, themed games, a magic trick, and royalty lessons, followed by a royal parade. The experience is concluded with a crowning ceremony for the celebrant.

Keepsakes

For the celebrant: Tiara, certificate, and an autographed Princess postcard

For All Guests: Autographed Princess postcards

Booking & Deposit

Minimum Guest Count: 30 (adults & children)

Minimum of one month's advance booking is required for Princess selection, subject to availability. For the best chance of securing your preferred Princesses, we recommend booking as early as possible. Princess bookings can only be confirmed once Princess availability is confirmed, which may take up to 48 hours. A deposit is required to finalize the booking.

Deposit: Non-refundable, including Princess Booking and Room Rental Fees. Final amount provided by an Old Mill Toronto Catering Executive.

Princess Booking:

\$695 + HST for 2 Princesses for 30 guests. For every additional 15 guests, please book an extra Princess (\$325+HST)
Overtime: \$40 per Princess for every 15 minutes, based on availability.

Booking Contact Information: Call 416-236-2641 press 2 or email info@oldmilltoronto.com





Ariel



Elsa



Anna



Rapunzel



Belle



Cinderella



Aurora



Moana



Tinkerbell



Jasmine



Ariel (Live Action)



Ariel (Teal Dress)



Mirabel



Violet Rainbow Unicorn Princess



Rose Rainbow Unicorn Princess



Snow White

Interactive Activities

Your Princesses will lead magical activities tailored to your chosen characters:



Interactive Storytime - Option to choose stories

Princesses will share her enchanting tale of becoming a Princess, Fairy, Unicorn, or Wayfinder! With interactive storytelling, the birthday child and guests will be part of the magical adventure.



Sing-Along & Dance Party

The Princesses will lead an exciting sing-along to their signature songs, teaching fun dance moves and encouraging all the little guests to join in for a magical musical experience!



Fun Imagination & Adventure Games

Princesses will guide the children through fun, themed games like Hide & Hunt, Themed Freeze Dance, and Scarf Play. Each game encourages creativity, movement, and plenty of giggles!



Amazing Magic Trick Performance

Watch closely...Princesses will perform a captivating magic trick that will leave children (and even adults) in awe!



Royalty Lessons

Princesses will teach royal guests how to bow, curtsy, wave, and twirl like true royalty. Get your cameras ready, this is a moment you will want to capture!



Crowning Ceremony

The celebrant will take a special "Kindness Oath" and be crowned in a heartwarming royal ceremony, making them feel like true royalty on their special day.



Royal Parade

Join the Princesses in a grand parade with music, laughter, and plenty of magical moments. A perfect time for photos!



Optional: Happy Birthday Sing Along with Birthday Cake

Princesses will sing "Happy Birthday" making your celebrant feel extra special. Princesses can spend up to 10 minutes.

Pastry Menu

Old Mill Pastry Shoppe offers an exquisite selection of treats, meticulously crafted to delight every palate. Using only the finest ingredients, each creation is a perfect blend of flavour and artistry. Whether it's for a special event or an indulgent treat, our pastries are designed to add a touch of sweetness and magic to any occasion. Absolutely delicious—every bite is a taste of perfection.

Afternoon Tea Menu Pastries

Mini Cupcakes

- Vanilla, Chocolate, Pink Velvet
- Swiss Buttercream Flavor: Vanilla
- *Contains: Wheat, Dairy, Eggs*

Cake Pops

- Vanilla, Chocolate, Funfetti
- *Contains: Wheat, Dairy, Eggs*

Macarons

- Vanilla, Milk Chocolate, Nutella, Caramel, Strawberry
- *Contains: Almonds, Dairy, Eggs*



Decorations will match the chosen Princess theme.

Cake Menu Options

Cake Flavours:

- Vanilla, Chocolate, Pink Velvet, Funfetti
- *Contains: Wheat, Dairy, Eggs*

Swiss Meringue Buttercream Filling Flavours:

- Vanilla, Oreo, White Chocolate, Milk Chocolate
- *Contains: Dairy, Eggs*

All cakes are coated with vanilla Swiss meringue buttercream, customized to match the Princess's theme, and feature three layers of sponge cake, two layers of filling, and a printed edible image on top.

Designs:

Basic designs are included. Upgraded designs are available for an additional fee.

A cake-cutting fee will apply if you bring your own cake.



ALCOHOL CONSUMPTION

All Old Mill Toronto bartenders are Smart Serve certified. Alcoholic beverages on-site must be dispensed only by Old Mill Toronto staff per our liquor license requirements:

- Valid photo I.D. is required for age verification; service will be denied if underage or no I.D. is provided.
- Bartenders may refuse service to anyone appearing intoxicated.
- No doubles are poured.
- Outside alcohol is strictly prohibited. If found, your event may be shut down, and a \$1,000 penalty will apply.

ALLERGY STATEMENT

Our menu items may contain or come into contact with common allergens, including wheat/gluten, milk, eggs, peanuts, tree nuts, fish, shellfish, and soy. While modifications may seem simple, they affect the integrity of our dishes and service efficiency—please respect our menu. Gluten-free bread, pasta, pizza, and desserts are available for an additional charge. Provide your Catering Executive with a full list of guests' dietary restrictions and table numbers (if applicable).

AUDIO & VISUAL SERVICES

Old Mill Toronto does not provide audio-visual services. Verify power needs with your band, DJ, or decorator—additional power can be arranged for a fee. Storage rooms must be reserved and are subject to rental fees. Provide a complete list of power requirements to your Catering Executive. AV equipment is available for rent through AV-Canada; contact details can be provided. Vendors must supply their own extension cords, power bars, and microphones. Special set-ups, stages, or platform requirements must be discussed with your Catering Executive at least five days before your wedding. No external tape is allowed on floors or walls; approved tape is available for a nominal charge. Built-in screens are available in select rooms, with screens available in other rooms upon request.

BOOKING

The Old Mill Toronto Function Contract and non-refundable deposit form must be signed and returned within the specified timeframe. If not received, the event space will be released without notice. All event details, including food, beverage, and setup, must be finalized before the function date, excluding holidays. For deposit, payment guidelines, menu selections, and guarantees, refer to the terms & conditions. The final guarantee is due five days before the event, excluding holidays.

CAKE

We request that any special occasion cakes be delivered on the day of the event. Inform your cake vendor that 20 minute parking is available at the venue entrance. Ensure your cake vendor is aware of the name of your function room. Stationed cake cutting fee will apply. Fee is based on the number of guests. If you choose to have your entire cake cut, plated & served to your guests, a charge of \$2.50 per person will apply. Please ensure that you have approval to bring in external food & have signed a Food Waiver prior to the event.

LIQUOR LAWS

Old Mill Toronto permits alcohol service from 9:00 AM to 1:00 AM, after which entertainment must end to clear the event space. Extending to 2:00 AM incurs a \$500 labour fee.

LOADING DOCK FOR ALL VENDORS

Old Mill Toronto has one loading dock on Old Mill Trail, past the TTC station, first driveway on the right behind the venue. It is accessible 9 AM – 1 AM on weekends and 7 AM – 1 AM on weekdays. If the gate is closed, use the phone at the dock or call the main line for access. Drivers must shut off engines while in the dock area and move trucks immediately after unloading. The venue is not responsible for parking tickets. Freight elevator dimensions: W 36" x H 84" x D 52".

MEAL GUARANTEES

Final guarantee numbers for food and beverage are due by noon, five business days prior to your event. Late guarantees incur a 3% fee. Day-of menu changes may result in extra charges. Old Mill Toronto is not a nut-free facility—inform your Catering Executive of any allergies in advance.

COAT CHECK

Old Mill Toronto requires that all coats be checked due to Fire and Safety requirements. A coat check fee of \$25 per hour (minimum 4 hours) plus HST is applicable.

CHANGE ROOM

The Old Mill provides one private change room for the wedding couple, subject to availability. The couple is responsible for picking up the key from the catering office receptionist during office hours. Old Mill is not responsible for any lost or left-behind items.

PRINCESSES

Magic At My Door, Toronto Princess Parties, has been providing characters for birthday parties since August 2012. We do not offer licensed Disney Princess Parties. We use our own fantasy costumes and we do not claim to be licensed copyrighted characters. We bring traditional children's fables to life by offering princess characters, fantasy characters, fairies, mermaids and more! We do not offer licensed Barbie Parties, Elsa Parties, Anna Parties, Frozen Parties, Belle Parties, Tinkerbell Parties, Snow White Parties, Cinderella Parties, Moana Parties, Ariel / Little Mermaid Parties, Rapunzel Parties, Aurora / Sleeping Beauty Parties or any other Disney Princess Birthday Parties.

DECORATION

You are welcome to use your own decorator & decor for your event. Please check on the availability of the function room you have booked for appropriate access times. A set up fee will apply if you require more than the allotted one & a half hour set up time. Please keep in mind that the venue may sell any function space that is not protected in your contract.

Please ensure that you have made arrangements to have everything picked up immediately after the event, as the venue is not responsible for any items left behind after the event.

It is prohibited to use any kind of confetti, sparkles or any kind of rice on the premises of the venue. Due to the safety of guests, event "bubbles" are only permitted on carpeted areas or outside the building. Old Mill Toronto prohibits: sparklers, vinyl's, fire works, special effects, including fog machines, pyrotechnics or devices that will create heat, smoke or mist. Old Mill Toronto also prohibits any items to be fastened to interior walls or floors; i.e. tape, nails. Any additional clean-up will result in a \$500 clean-up fee. Both fees will be automatically applied to your bill. If permanent damage occurs, then repair costs will also be added to your final bill.

Our Catering Office is pleased to accept any non-perishable decor 24 hours in advance of the event. We request that all items be delivered to the Catering Office & not directly to the function room unless specified. All items left on Old Mill Toronto premises are at the person's own risk. We do not accept any responsibility for loss, theft or damage of items.

All leftover flowers, cakes, vases & other items brought into Old Mill Toronto must be removed at the end of the event. Old Mill Toronto will assume any items left behind are unneeded & will therefore be discarded.

DELIVERY

Access to all banquet rooms is available through the receiving area; access to the Guildhall, Balmoral & Westminster function rooms is available through a separate door next to the receiving docks. Please note that Old Mill Toronto has limited storage capacity & therefore is not in a position to store any decor supplied by outside vendors. Your flower supplier must coordinate delivery & set up on the day of your event, just prior to your function. Old Mill Toronto does not supply dollies, trucks or staff for moving equipment. Vendors must provide their own staff & necessary equipment

MISCELLANEOUS

Old Mill Toronto features working fireplaces in various banquet rooms & hallways (weather permitting).

As per bylaws, smoking is not permitted on the premises except for within designated outdoor smoking areas.

Please note that it is the responsibility of the contracted party to ensure your vendors are aware of all Old Mill Toronto guidelines.

NOISE CLAUSE

Events held in our rooms cannot exceed a noise level of 90DBa & 100DBc. It is the contracted party's responsibility to ensure that any music provided by either contracted bands or DJ's are aware of the Old Mill Toronto policy.

PARKING

Old Mill Toronto offers off-site self-serve parking at a location near Old Mill Toronto property which is owned & operated by a third party. Please speak to your Catering Executive for parking rates. Old Mill Toronto is not responsible for damage to any property of any kind including vehicles left on the premises. Guests should not leave any valuables unattended in vehicles.

PETS

Pets are not allowed on the premises with the exception of service animals. Old Mill Toronto welcomes service animals in our public areas. You may be required to show a service animal identification card.

ROOM CAPTAIN

A Room Captain will supervise your event and serve as your day-of contact for any questions. For food and beverage concerns, please reach out to them directly, but if they are unavailable, speak to a staff member or use the house phone in the event room. Their duties include ensuring the room is set up according to the floor plan, lighting votives on guest tables, overseeing bartenders and wait staff to ensure timely service, and coordinating with the MC, kitchen, and staff on catering timing. The Room Captain is not responsible for arranging or placing items on the reception table, placing the seating chart on the easel, or setting up and removing the candy table, centerpieces, sound system, AV equipment, decor, chairs, or chair covers.

They are also not an Event Planner, Coordinator, Decorator, or MC.

SECURITY

Old Mill Toronto Management must first approve independent security arrangements, prior to being arranged by the client. Specific details of all arrangements with the selected security company must be provided to your Catering Executive. Please note that it is the responsibility of the party to ensure your vendors are aware of the above guidelines.

DAMAGES

Any charges from the Fire Department or Police due to actions by the client, guests, or their representatives will be billed directly to you. Damages to the venue will result in automatic repair charges added to your bill.

THIS DETAILS SHEET IS INCORPORATED INTO AND SHALL BE CONSIDERED AN INTEGRAL PART OF THE CONTRACT/TERMS AND CONDITION EXCEPT THAT IN THE EVENT OF ANY CONFLICT BETWEEN ANY OF THE PROVISIONS OF THE DETAIL SHEET AND THE PROVISIONS OF THE CONTRACT/TERMS AND CONDITION, THE PROVISIONS OF THE CONTRACT/TERMS AND CONDITION SHALL PREVAIL. ALL PRICES SUBJECT TO APPLICABLE SALES TAXES & 15% GRATUITY. PRICES & MENUS ARE SUBJECT TO CHANGE WITHOUT NOTICE