

BUITENVERWACHTING RESTAURANT Terms & Conditions

Buitenverwachting has a beautiful Restaurant that is able to host all Event Requirements.



EXCLUSIVE USE OF RESTAURANT (ENTIRE RESTAURANT)

*Seats a minimum of 40 Adult Guests & maximum of 100 Adult Guests for exclusive use of the Restaurant.
Venue will become exclusive once over 50 Adult Guests & DJ & Dancing is allowed if the Restaurant is booked exclusively.
Should your event host less than 40 guests a SECTION of the restaurant is available, and pricing is based on Adult Guests.
Please be advised that this is for the restaurant only and doesn't include the CoffeeBloc or Wine Tasting area*

Summer Months (Monday's to Saturday's and closed on Sunday's)

01st November 2019 till 31st March 2020

Venue Hire - Half day (Lunch or Dinner Event)

50 - 69 Guests
R 16 000.00

70 - 100 Guests
R 14 000.00

Venue Hire for full day

50 - 69 Guests
R 28 000.00

70 - 100 Guests
R 25 000.00

Winter Months - Tuesday's to Saturday's (Sunday's and Monday's on request)

August 2019 till 31st October 2019 or 01st April 2020 - 30th June 2020

Please enquire should you wish to host your event on a Sunday or Monday

Venue Hire - Half day (Lunch or Dinner Event)

R7 000.00

Venue Hire for full day

R14 000.00

SEMI-EXCLUSIVE USE OF THE RESTAURANT (SECTION ONLY)

*Venue will become exclusive once over 50 Adult Guests & DJ & Dancing is allowed if the Restaurant is booked exclusively.
Should your event host less than 40 guests a SECTION of the restaurant is available, and pricing is based on Adult Guests.*

Summer Months (Monday's to Saturday's and closed on Sunday's)

01st November 2019 till 31st March 2020 - R6 000.00

Winter Months (Tuesday's to Saturday's and closed on Sunday's and Monday's)

August 2019 till 31st October 2019 or 01st April 2020 - 30th June 2020 - R3 000.00

CEREMONIES ARE OFFERED ON THE BACK-LAWN AREA OR INFRONT OF THE MANOR HOUSE

- * Should you want to host your ceremony on the farm, the Restaurant must be booked exclusive for the full day (Costs for full day above)
- * Kindly note that once the Restaurant has been booked for full day exclusivity the ceremony fee will be free of charge.
- * Please enquire regarding a ceremony area and ceremony fee if you only require Buitenverwachting Restaurant for half day use.
- * In the event of bad weather, a stretch tent would need to be erected at your own expense
(Please work on an estimate of R8 000.00 from the supplier)

INCLUDED & EXCLUDED IN VENUE HIRE COSTS

- * Included in Venue Hire Costs is our Standard Restaurant Napkins, Tables, Chairs, Cutlery, Crockery & Glassware.
- * Excluded in Venue Hire Costs are Food and Beverage Costs, 15% Service Fee on all consumables, Décor, Linen & Flowers
- * DJ and Dance floor - *A DJ and Dance floor may ONLY be brought in if you have booked the venue exclusively.*

Customers Initials _____

Terms and Conditions Valid from 01st July 2019 till 30th June 2020

Buitenverwachting Restaurant; Klein Constantia Road; Constantia; 7806 Tel. +27 21 794 3522 Email: events@buitenverwachting.com

BUITENVERWACHTING RESTAURANT Terms & Conditions

All reservations for any event at Buitenverwaching Restaurant provisional or confirmed are made upon & are subject to the following:

- * Please note that the Client and their guests enter Buitenverwaching Farm Trust (Pty) Ltd property at their own risk.
- * No variation or addition to the Terms and Conditions will be of force and effect, unless agreed in writing with Buitenverwaching Farm Trust (Pty) Ltd.
- * In these Terms & Conditions "Buitenverwaching" means Buitenverwaching Farm Trust (Pty) Ltd. & any of its Events Venues & the "Client" means the Individual Person(s), Firm or Company booking at Buitenverwaching Wine Farm.
- * The Client, NOT Buitenverwaching is liable for any breakage, loss or theft of item's or structures on the property of Buitenverwaching Farm Trust (Pty) Ltd.
- * Negligent breakages, losses or theft by the Client or guests of the Client of any equipment will be added to your bill.
- * Buitenverwaching Restaurant will not be held responsible or liable for any loss &/or damage resulting from the presence of your guests, service providers &/or their respective properties on the Buitenverwaching Wine Farm premises.
- * The client/s hereby indemnifies Buitenverwaching Farm Trust (Pty) Ltd & any aforementioned companies' employees against any claim that might be brought against them.
- * We require a list of all suppliers and their full contact details that will be entering the premises 10 working days prior to the event date.
- * Please note that it is the client's responsibility to inform **ALL** service providers of our set up times as well as the terms & conditions of Buitenverwaching Restaurant.
- * We shall try our utmost to accommodate dietary requirements however, Buitenverwaching cannot be held responsible for any allergic food reactions.

FINAL CONFIRMATION ON FOOD SELECTION

- * Food selection from the Function Set Menu must be sent to us in writing at least 2 calendar months prior to the event.
- * Failing to confirm your menu selection with us, we will have no other option but to select a menu on your behalf.
- * In case of any special dietary requirements, our Executive Chef, Edgar Osojnik, will gladly offer an alternative for your guests (Vegetarian, Vegan, Seafood allergies, etc.), but such alternative must be finalized with all other food selection of individual guests.
- * We shall try our utmost to accommodate dietary requirements however, Buitenverwaching cannot be held responsible for any allergic food reactions.
- * Final guest amounts to be confirmed 10 working days prior to the event & cancellations thereafter will be charged for in full.
- * Menu ingredients are subject to change without notice due to seasonality & availability.

FINAL CONFIRMATION ON MENU

- * Please be advised that our serving time will take 2-3 hours excluding speeches.
- * All speeches are to be done after the main course has been served. This excludes the welcome speech.

MENU OPTIONS AVAILABLE

We offer a 3 Course Plated Set Menu with a requirement of minimum three courses from our function's menu.

Function Set Menu – R680.00 per person

- * Selection of 1 Starter, 1 Main and 1 Dessert from the Function Menu provided.
- * Each Guest to pre-select & confirm their Main Course choice.
- * You would need to confirm with us in writing the confirmed quantity of each main course 20 working days prior to the event.

Function Set Menu with a choice of on the day – Only available for 60 Guests and less – Price on request

- * Selection of 2 Starters, 2 Mains and 2 Desserts from the Function Menu provided.
- * Each Guest may select their choice between the chosen dishes on the day of the event.
- * A choice menu is only available if the venue is exclusively booked for your event.
- * **Venue to be exclusive for a Choice on the Day.**

FOOD TASTING OF MENU OPTIONS

- * Should you wish to sample dishes prior to making your menu selection, we are able to offer a food tasting for 2 people at request, at least 8 weeks prior to your event.
- * The tasting will consist of 2 starters, 2 main courses and 2 desserts from our Functions Set Menu.
- * A cost of 50% of the Function Set Menu price will be charged to your account or payment can be made on the day.

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BUITENVERWACHTING RESTAURANT Terms & Conditions

BEVERAGE SELECTION

- * **We DO NOT allow corkage for any event.**
- * We only offer Buitenverwaching Wines for your beverage requirements (subject to stock availability).
- * Please be advised that all beverages consumed at the Restaurant will be charged at standard restaurant prices.
- * Our Restaurant Maitre'd will gladly assist you with a Food & Wine Pairing for your event.
- * Wines served during the event to be charged to the client's account.
- * **Beverage prices and vintages are subject to change throughout the year without prior notice.**

SET UP TIMES FOR THE RESTAURANT

The following times are available for setting up on the day of your event.
Suppliers are required to deliver their items the day before the event and must collect immediately after the event has ended.
Please note that we do not allow ANY set up that will interrupt our normal a la carte guests.
Please consult us if you have queries in this regard.

Lunch Events
08:00 – 11:00

Dinner Events
16:30 – 18:30

FUNCTION TIMES FOR THE RESTAURANT

The following times are available for your event.
Please ensure that you arrive as per the time specified; failure to do so may result in delays in the food service.

Lunch Events
12:00 – 15:00
Bar service will close at 15:00
Music is switched off at 15:00

Dinner Events
19:00 – 00:00
Bar services close at 00:00
Music is switched off at 00:00
Guests must vacate no later than 00:30 at this
time the venues will be cleared and cleaned.

SEATING ARRANGEMENTS

- * Please enquire about our seating plan for the restaurant.
- * Tables of eight to ten are available.
- * Please confirm the layout with our Events Manager before finalising your seating plans.

CHILDREN

- * We welcome children of all ages if the event is booked for exclusive use only in the Restaurant.
- * A Children's menu is available upon request for children under the age of 10. A children's 2-course Menu at R195.00 per child is available.
- * Babysitting can be arranged – Please enquire regarding costs
- * Payment is to be made in full to Buitenverwaching Restaurant for the babysitting services 7 working days prior to the event.

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Terms and Conditions Valid from 01st July 2019 till 30th June 2020

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BILLING AND DEPOSITS

DEPOSIT

A R20 000.00 deposit is required to secure your event date reserved with us.

* Please note that this deposit will be deducted from your final bill on the day of your event.

We accept Cash, Credit Card (Visa or MasterCard) or EFT's as methods of payment towards your event.

PayGate Credit Card Payment Method

* We accept both Visa and Mastercard as forms of payment and this is done through Standard Bank PayGate.

* Standard Bank PayGate offers a secure online payment portal for all credit card transactions.

* Should you wish to pay via Credit Card, kindly inform us so that we may send you the secure online link from PayGate for the payment.

Our banking details are below for EFT Payment Method.

Standard Bank : Constantia

Account Name : Buitenverwaching Restaurant

Account Number : 071692487

Branch Number : 025309

Swift Code/ IBAN : SBZAZAJJ

Reference : Function Date and Name of person as per the contract sent to us

Kindly email Proof of payment to events@buitenverwaching.com

CANCELLATION

* In the event of cancellation 12-9 months prior to your event date we reserve the right to hold 25% of your deposit and you will be refunded the balance of 75%.

* In the event of cancellation 8-4 months prior to your event date we reserve the right to hold 50% of your deposit and you will be refunded the balance of 50%.

* In the event of cancellation 3-1 months prior to your event date we reserve the right to hold 100% of your deposit and you will not receive a refund (Unless in the event of unforeseen circumstances, such as death or hospitalization of the person for whose benefit the booking reservation was made, then the cancellation fee may not be imposed.)

* Cancelling the event 7 days prior to your event date will result in you being charged for ALL food costs as well as any other expenses incurred by Buitenverwaching in preparation for your event.

* In the event of you cancelling your event, and we are able to book another event of a similar event size for the held date, we will refund the full deposit paid.

BILLING

* Pricing is subject to change throughout the year without prior notice.

* We require the total amount of the food, venue hire, pre-determined beverage bill, service fee of 15% & any other costs to be settled 7 working days prior to your event date & any outstanding balances must be settled on the day of the event.

* An obligatory service charge of 15% will be charged on all consumable items (food & beverage).

* Buitenverwaching will not be responsible for split bills and accounts.

* VAT at the current rate is included in all invoices and any fluctuation in VAT rates is a risk born by the clients.

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Terms and Conditions Valid from 01st July 2019 till 30th June 2020

BUITENVERWACHTING RESTAURANT Terms & Conditions

EXTERNAL HIRING AND SERVICE PROVIDERS

- * Buitenverwachting will not permit the affixation of decorations to any surface, nor do we allow the removal of any of our furniture, decorations, decor, curtains, sculptures, paintings, pictures etc in any of our venues.
- * Buitenverwachting is not responsible for assisting, coordinating or helping any outsourced suppliers & or coordinators.
- * Buitenverwachting will not source any equipment, décor etc nor take any responsibility for such equipment and items and loss thereof.
- * The Client, **NOT** Buitenverwachting is liable for any breakage, loss or theft of hired item's (glasses, crockery, equipment, etc).
- * Décor requirements are subject to written approval by management of Buitenverwachting Farm Trust (Pty) Ltd.
- * Please note that all items brought on to Buitenverwachting are to be removed on the same day as your event
- * Any Items left behind by suppliers or the Client will be disposed of within 2 working day after the event as we do not have storage space; **please inform ALL your suppliers as Buitenverwachting Farm Trust (Pty) Ltd will not be held liable for any discarded items.**
- * Photos are only allowed on the premises should your event be held at Buitenverwachting.
- * You are welcome to use the farm for any photography except the **MANOR HOUSE & any PRIVATE DWELLINGS.**
- * Buitenverwachting does NOT have a dance floor & one will need to be brought in at your own expense.

FLOWERS & DECOR

These are the Décor Specialists we allow in the Restaurant for your event requirement.

Please mark below which Event Companies you will be using for your event:

Puccini Creations	www.puccinicreations.co.za	Phone : +27 21 671 1916
Theme Creations	www.themecreations.co.za	Phone : +27 21 788 6384
Lush Flowers	www.lushfloral.com	Phone : +27 21 423 5503
Red Hot Events	www.redhotevents.co.za	Phone : +27 21 510 0547
The Perfect Proposal	www.theperfectproposal.co.za	Phone : +27 72 377 0996
Petals Group	www.petalsgroup.co.za	Phone : +27 21 461 8809

PHOTOGRAPHY

We recommend the following service providers

Hanru Marais	www.hanrumarais.com	Phone : +27 60 996 2101
Warren Williams Photography	www.warrenwilliams.co.za	Phone : +27 72 665 3241
Tracey-Leigh Lawson	E) traceyleighlawson@gmail.com	Phone : +27 82 378 8856
Jilda G Potography	www.jildagphotography.co.za	Phone : +27 82 592 6750
Shantelle Visser	www.shantellevisser.com	Phone : +27 82 443 6041

HIRING & EQUIPMENT

We recommend the following service providers

Rosy's Hiring	www.rosys.co.za	Phone : +27 21 797 6786
Theme Creations	www.themecreations.co.za	Phone : +27 21 788 6384
Banks Hiring	www.banksrl.com	Phone : +27 21 510 7011
Exclusive Hiring	www.ehire.co.za	Phone : +27 21 510 0340

ELECTRICAL, AUDIO VISUAL AND SOUND

We recommend the following service providers

That DJ Guy (Our Inhouse DJ)	www.thatdjguy.co.za	Phone : +27 71 643 7330
Marimba Band	www.marimbas.co.za	Phone : +27 83 357 9636
Sterling EQ	www.sterlingeql.co.za	Phone : +27 86 011 0309
Tuxedo	www.5seasons.co.za	
Simply Strings	www.simplystrings.co.za	Phone : +27 79 528 9575
Music in the Bubble	www.musicinthebubble.com	Phone : +27 82 480 3964
Cape Ministrels	www.gigster.co.za/artists/cape-malay-minstrels	
Sight and Sound	www.sightandsound.co.za	Phone : +27 21 510 1425

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EVENT INFORMATION

Name and Surname : _____
 Should your event be a wedding, kindly provide both bride and groom name and surname.

Date of Event : _____ Type of Event : _____
 No of Guests : _____
 Arrival Time : _____ Time Seated : _____

CLIENT INFORMATION

Name of the Client / Company : _____
 Local Contact No. : h) _____ w) _____ c) _____
 International Contact No. : h) _____ w) _____ c) _____
 Email Address : _____
 Physical Address : _____

CEREMONY

Do you require a ceremony area : Yes) _____ No) _____
 Arrival Time for Ceremony : b _____

HIRE OF VENUE

Exclusivity of Venue : Lunch) _____ Dinner) _____ Full Day) _____

BILLING INFORMATION

- * Please note that we require the total amount of the food, venue hire, pre-determined beverage bill, service fee of 15% and any other costs to be settled 7 working days prior to your event.
- * Any outstanding balances must be settled on the day of the function in full.

PayGate Credit Card Payment Method

- * We accept both Visa and Mastercard as forms of payment and this is done through Standard Bank PayGate.
- * Standard Bank PayGate offers a secure online payment portal for all credit card transactions.
- * Should you wish to pay via Credit Card, kindly inform us so that we may send you the secure online link from PayGate for the payment.

Our banking details are below for EFT Payment Method.

- * Standard Bank Constantia, Account Name Buitenverwaching Restaurant, Account Number 071692487, Branch Number 025309, Swift Code / IBAN : SBZAZAJJ
- * Kindly email Proof of payment to events@buitenverwaching.com

I have read and agree to the Terms and Conditions set out in Page 1 to Page 6 of this document and all detail provided on Page 6 is true, accurate & binding by the time of committing to the reservation.

 Name (please print)

 Signature

 Date

Customers Initials _____

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