



VINTAGE on MAIN (205 Main street, Waterkloof)

Situated in the leafy suburb of Waterkloof, our venue offers the following beautiful function space for hire:

- The Garden for up to 60 guests.
- The Dining room and patio overlooking the garden, for up to 34 guests.
- The Patio for 20-24 guests.
- The Gazebo for 18 guests.
- The Dining Room for 14 guests.
- The room next to the pool 8-10 guests.
- The studio 16 guests.
- The 2 x Terraces for 4-6 guests.

Time slot available

- Events (other than weddings):
 - Guest to arrive 09:00am for 09:30- 12:30am; set up from 8:00am
 - Guests to arrive 13:30pm for 14:00-17:00pm; set up from 12:30pm
- Weddings: 08:00am-17:00pm

Please note that due to the venue being situated in a residential area no evening events are allowed. We also have a guest house on the premises and require the afternoon time slot do not go over time.

Costs involved:

Self-catering	Non Self-Catering
<u>Venue</u> Venue hire for Events: <ul style="list-style-type: none"> • 1-10 guests over 12yrs R350/hour • 10-20 guests over 12yrs R400/hour • 20-30 guests over 12yrs R450/hour • 30-40 guests over 12yrs R500/hour • 40-50 guests over 12yrs R550/hour 	<u>Venue</u> Venue hire for Events: <ul style="list-style-type: none"> • No venue hire for events is charged if you choose from our menu options. • Please note each function is booked for only 3 hours.

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GUEST HOUSE & EVENTS VENUE

<ul style="list-style-type: none"> • 50-60 guests over 12yrs R600/hour • Please note we charge a min of 3 hours this does not include set up and breakdown time. <p>Venue hire for Weddings:</p> <ul style="list-style-type: none"> • R6500 for the day (60 guests over 12yrs max) • 08:00-17:00 <p><u>Menu options</u> Self-cater</p>	<p>Venue hire for Weddings:</p> <ul style="list-style-type: none"> • R2500 for the day (60 guests max) • 08:00-17:00 <p><u>Menu options</u></p> <ul style="list-style-type: none"> • Vintage Tea party - R185 per person • High Tea Party – R225 per person • Oh so yum Savoury & Sweet – R165 per person (incl. salad) • Picnic – R185 per person • Oh so Sweet – R65 per person
Staff: 1 x cleaner per 15 guests @ R250	10% gratuity will be charged on groups of 10 or more Caterers delivery & set up fee is additional

<u>Venue hire for Work Shops</u> <u>Weekdays</u>	<u>Venue hire for Work Shops</u> <u>Weekends</u>
<ul style="list-style-type: none"> • 10-20 guests R50 per hour • 20+ guests R75 per hour • 30+ guests R100 per hour • 40+ guests R125 per hour • 50+ guests R150 per hour • 60 max R175 per hour 	<ul style="list-style-type: none"> • 10-20 guests R150 per hour • 20+ guests R175 per hour • 30+ guests R200 per hour • 40+ guests R225 per hour • 50+ guests R250 per hour • 60 max R275 per hour
Staff: 1 x cleaner per 15 guests @ R250	Staff: 1 x cleaner per 15 guests @ R250



Included

- Standard cutlery and crockery up to 30 guests
- Standard glassware (white/red wine, sparkling wine and cool drink glasses) up to 30 guests
- 10 x plastic 6- 8 seater long tables
- 2 x wooden 8 seater long table
- 1 x wooden 6 seater long table
- 16 x white chairs
- 16 x wooden chairs
- 2 x Garden Umbrellas
- Standard décor (Please come and view our selection)

Excluded

- Décor not owned by Vintage Rose: candles, draping, linen etc.
- Flowers
- Waiters and Barmen R50 per hour
- Tea, coffee and water station: R15 per person
- Other refreshments

Self-Catering

We do not offer in house catering services, should you wish to get a quotation from our preferred suppliers it can be arranged. If our preferred suppliers is not used please provide your own waiters, please note the kitchen is not available for food preparation or storing.

Contact details for our preferred caterers:

Catering for 30 or less guests	Catering for 30 or more guests
Coco Vanilla Foods Lorraine@cocovanillafoods.co.za 0849108428	Chez Mari Catering www.chezmari.com marinda@chezmari.com 082 292 6176



Staff

Optional: Parking attendant per function: R250

Waiters & Barmen

Optional: Barmen (R50 each per hour) and waitressing staff (R50 each per hour; 1 per 10 guests)

Other important information:

Dress Code

Please inform your guest to wear comfortable shoes.

Weather conditions

Please note Vintage on Main does not have a backup venue in the case of rain and storms.

Use of Alcohol on the premises

Please note that no alcohol is allowed on the premises without proper arrangements made with management. No hard liquor is allowed.

Limitation on amount of bottles that guests can bring in: 1 Bottle of wine or sparkling wine per 4-6 guests. Please deliver all alcoholic beverages to the manager prior to the function.

Corkage fee: R45 per bottle.

Ice will be provided if a corkage fee is paid.

Décor and flowers

We can prepare a quotation for the décor and flowers, Vintage Rose is our in house supplier.

Contact details:

Nadia Roos @ 071 684 1052



www.vintagerose.co.za or nadia.vintagerose@gmail.com

Music

No loud music will be allowed as the venue is situated in a residential area.

Beauty

Our in house beautician will be available for treatments by appointment.

Contact details: Elize @ 072 714 3929

Booking information

- To confirm and secure your booking, 50% of the venue hire needs to be paid up front.
- The proof of payment needs to be emailed using your name and function date as reference.
- The balance should be paid and final number of guests are to be confirmed 14 days prior to the event.
- Any extras will be added to the final Invoice, and deducted from the refundable deposit.
- Vintage on Main reserves the right to cancel the event should any outstanding amount not be paid timeously as indicated above.
- Please note that any quotation given by us is only valid for 24 hours.
- Right of admission reserved.
- Refundable breakage deposit R1500.00 (will be refunded 7 days after functions)

Cancellations

Due to the limited booking space available and the extensive preparation needed for all functions, the following cancellation policy is applicable:

- Should the event be cancelled within 14 days prior to event taking place, a cancellation fee of 50% of the total cost will be charged.
- Please confirm all changes and cancellations in writing.

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GUEST HOUSE & EVENTS VENUE

Disclaimer:

The Owners, subcontractors and employees of Vintage on Main, shall not be held responsible for any loss, theft, or damage to guest property or injury while on the premises.

<p>Banking details: Vintage Rose Weddings & Events Bank: FNB Account number: 62346114474 Branch code: 251345 Reference: Please use your name and booking date Please note we do not accept cash We do take Visa / Master card via SnapScan</p>	 <p>Snap here to pay</p> 
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I _____, ID _____ acknowledge that Standard Terms & Conditions apply, and that I have understood all the contents of the pages above.

Signed at.....on this day..... Of..... 2017.

Best wishes
 Vintage on Main