



*WEDDINGS*

*FUNCTIONS AND CONFERENCES*

*SELF-CATERING ACCOMMODATION*

*BED AND BREAKFAST*

***PLANNING PACKAGE FOR WEDDINGS/FUNCTIONS 2011***

*Thank you for considering Misty River as a venue for your Wedding or Function.*

*We at Misty River all share a passion for providing you with all the expertise to transform your event into a most memorable day.*

*This document aims to assist you in designing a wedding/function to suit your budgetary and special needs, where you can choose from a **fully** or **partially catered** as well as a self-catering package for your special occasion.*

*At Misty River we strive to do things differently with innovative menus and superb cuisine, keeping up to date with latest trends, and with a passion for excellence in service.*

*Please do not hesitate to contact us for an appointment to tailor make your day according to your expectations and to discuss any further requirements.*

***Wedding and Function Coordinator: Elzeth Hoogenhout***

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## ***PLANNING PACKAGE FOR WEDDINGS/FUNCTIONS 2011***

*Our Function Package is set out in the following easily understandable aspects to assist you in planning your event:*

- 1. Venue Hire***
- 2. Chapel Hire***
- 3. Menu Options***
- 4. Selfcatering Package***
- 5. Children***
- 6. Bar***
- 7. Welcome drinks***
- 8. Accomodation***
- 9. Bookings***
- 10. Payment***

### ***1) VENUE OPTIONS AND VENUE HIRE 2011***

#### ***VENUE OPTIONS***

*Our venue is situated in a spectacular garden setting surrounded by centeray old trees, and a rampling lawn which provides an ideal backdrop for both formal as well as a more garden/country style functions.*

*The following facilities are available:*

*Main function venue (Hadida) have a capacity of 220-228 guests without a dancefloor and 190 guests with a dancefloor.*

*Garden function venue (Blue Korhaan) have a capacity of 60 guests with a beautifull arch to be used for garden ceremonies and smaller functions.*

*Chapel (Troupand) have a capacity of 150 guests theatre style and 100 guests seated at round tables.*

*More guests can be accomodated in our gardens and our Chapel(Troupand) can also serve as a separate facility for either men or woman depending on religious needs.*

*Boutique venue (Whispering Oaks) is situated on an adjacent property with upmarket facilities for exclusive events. Special features include a cognac lounge, 2 fire places, a pool deck and large private garden and can host up to 72 guests. Viewing by special appointment only. Opening February 2011.*



*Venue Hire excludes:*

- tiebacks (R7 each) and overlays (R15 each);
- exclusive range of tablecloths (R35-R60 each);
- centre pieces and flowers (from R150 each);
- flower vases (from R35 each);
- 3 tier peuter cupcake stand (R200);
- photographer and DJ;
- menu options;
- welcome drinks and bar;
- gratuuity;
- additional décor and draping;
- imbaulas and firewood (R200 each);
- gas patio heaters (R200 each);
- lighting up of garden with paraffin torches (R350);
- stage and make-up (R1 000);
- special chairs for stage (R200);
- wedding cake;
- minister;
- baby sitters (R150 per hour);
- barman @ R55 per hour for a minimum of 5 hours;
- waiters @ R45 per hour for a minimum of 5 hours.

***Please note that no unprotected candles are allowed on tablecloths or overlays.***

## **2) CHAPEL HIRE (TROUPAND)**

*Chapel Hire includes:*

- red carpet;
- soft chairs with off-white chair skirts;
- podium (draped if required);
- table with tablecloth for signing of register;
- organ and
- sound system.

*Chapel Hire excludes:*

- kneeling cushions (R30 per pair);
- 8 black flowerstands (R35 each);
- candles;
- table setup;

*Chapel Hire/Garden ceremony (summer rates) Sept – April = R1 750*  
*Chapel Hire/Garden ceremony (winter rates) May – August = R1 250*

### 3) MENU OPTIONS

We offer a variety of innovative menu options using only the freshest ingredients. All our menus can be customized to suit your particular theme and budget. Our standard menu options are as follows:

Menu	Starters	Meat dishes	Starch	Veg dish	Veggies	Salads	Desserts
Grand	1	2	2	1	2	2	2
Deluxe	3	3	2	1	3	3	3
Spitbraai	2	3	3		2	3	3

Menu prices:

- a) Grand @ R170 p.p
- b) Deluxe @ R195 p.p
- c) Spitbraai @ R195 p.p,
- d) Breakfast/brunch @ R170 p.p
- e) Halaal/Kosher menu @ R195 p.p (minimum 10 persons)

All menu options include filter coffee and a variety of teas.  
Canape's can be added to any menu option starting at R7.50 each  
Individual cheese, biscuits and preserve platters to be served on tables at R50/table.

*Winter special (May - August)*

- a) Menu options discounted by R10 each;
- b) No venue hire applicable to Sunday functions.

### 4) SELFCATERING PACKAGE

Should you wish to make use of our selfcatering package, the following applies:

- Venue Hire: Please note that selfcatering is allowed on any day except Saturdays during summer months (Sept – April) The same venue hire as in (a) and or (b) applies;
- Menu Surcharge: The following surcharge will apply: 1-100 guests @ R65 p.p, 101-200 guests @ R55 p.p, more than 200 guests @ R40 p.p
- Kitchen Hire: Should you require you can make use of our special selfcatering kitchen facility at a rate of R1 500 from the morning of your function. This will include the following:

- \*2xGasburner tables;
- \*Stainless steel working tables;
- \*Fridge;
- \*Wash up facilities

- Kitchen Hire excludes:

- \*Gas (R200 per 9kg gas bottle), Pots, utensils, preparation bowls, dishing up bowls, chafing dishes (R80 each), dishing up spoons (R5 each);

Please note Misty River and its staff are not responsible for food preparation, serving of food and cleaning of kitchen. All food, containers, utensils and props must be removed immediately after the event.

#### 5) **CHILDREN** (must be supervised at ALL times)

- children between 0-3 years are free;
- children between 4-12 pays half price;
- jumping castles are allowed;
- children must please treat our animals with respect and kindness.

#### 6) **BAR**

- full cash bar with tab facilities;
- includes imported and local brands;
- bar prices are subject to change without prior notice;
- corkage rates are as follows:
  - \* wine/champagne/non-alcoholic champagne @ R30 per opened bottle;
  - \* unlimited juices and 2l colddrinks @ R30 per table (only for non-alcoholic functions);
  - \* standard spirits @ R75 per bottle;
  - \* luxury spirits (Johny Walker, Jack Daniels, Jamesons etc) @ R150 per bottle;
- No alcohol or any other drinks are allowed on the premises at any other time;
- Please note that a liquor deposit of R2 000 is applicable to all functions.
- **Misty River's liquor license does not permit guests to bring/consume any alcohol on the premises. Should any guest be found in contravention of this rule this deposit will be forfeited without further negotiation;**
- Misty River reserves the right to close the bar at any time should there be any unruly behaviour by guests and could lead to immediate eviction of any perpetrator from these premises;
- Right of admission is reserved by Misty River at all times;

#### 7) **WELCOME DRINKS**

- Welcome drinks are optional;
- Tailor made cocktails according to our guests taste, colourscheme and theme can be provided;
- Prices of welcome drinks:
  - \*Variety of 100% fruit juices at R40 per 1.5 l jug served in glasses;
  - \*Fruit punch at R50 per 1.5l jug served in glasses;
  - \*Alcoholic fruit punch @ R70 per 1.5l jug served in glasses;
  - \*Cocktails at R20 per glass;

- \*Mocktails at R16 per glass;*
- \*Sherry at R6 per glass;*
- \*Sangria/Gluhwein at R75 per 1.5l jug;*
- Peuter punchbowl to hire (R200).*

## **8) ACCOMODATION AND RATES**

- We have luxury three star accomodation units available for guests wishing not to travel home or to stay the night before;*
- Check in time is 10h00 and check out time at 12h00;*
- Breakfast is served at 09h00 and at R65 per person.*
- Should non-staying guests wish to join in for breakfast a 24 hour notice period will apply;*
- Our bridal suite is available at R 1 200 per night. This rate is inclusive of champagne/grape juice in a silver ice bucket, flowers, chocolate, rose petals and candels. This also includes a champagne breakfast the next morning in bed or at our restaurant;*
- Rates:*
  - \*single @ R450 p.night;*
  - \*2 persons sharing @ R650 p.night;*
  - \*4 persons sharing @ R850 p.night;*
  - \*6 persons sharing @ R950 p.night;*
  - \*barnowl cottage (8-12 sleeper) @ R1 450 p.night;*
- a 50% deposit is payable on reservation of the room and the balance payable on arrival;*

## **9) BOOKINGS**

- Bookings for weddings/functions are secured by the signing of the Misty River contract and the payment of a deposit (as stipulated in the contract) on confirmation of a date;*
- the number of guests may not decrease by more than 20 PAX as in original contract or within the minimum guest requirements;*
- a refundable breakage deposit of R1 500 will be payable in case of any damage or loss to Misty River and will be refunded after 5 working days.*
- Payment can be made by cash/eft or credit card;*
- we accept visa and master card;*
- a 4% bank levy will be charged for all payments made by credit card.*

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