



# The Conclave

## COUNTRY LODGE

Where Privacy and Exclusivity Meet



April 2018 - March 2019

Tel: 012 735 1416 / 087 802 2199 • Cell: 076 880 8447 • [www.theconclave.co.za](http://www.theconclave.co.za) • PO Box 1271 Silverton 0127

### Standard Package: R540.00pp

All Inclusive

Minimum of 60 Guests (Adults) & Maximum 140 Guests

#### Ceremony

- Air conditioned chapel
- Red Carpet
- Wooden Podium
- Chairs with chair covers (choose one of the following colours: Black, White or Cream)
- Register table & Chairs
- Flower table & table cloth
- DJ table & table cloth

#### Arrival Drinks (Choose one alcoholic & one non-alcoholic drink)

- Sherry, Fruit Punch & Champagne
- Juice, Non-alcoholic Fruit punch & Ginger Beer

*70% of total drinks will be Alcoholic drinks & 30% of total drinks will be non alcoholic*

#### Reception

- Buffet Menu (Three course meal)
- All tables; Bridal table, Round tables, Buffet tables, Gift table, Cake table & DJ table
- Cutlery & Crockery
- Chairs with chair covers (must be the same colour as in the chapel)
- Mini Mat table cloths & linen serviettes (Can choose from Black, White or Cream)
- 1 Bottle JC le Roux Champagne per table (Le Domaine/La Chanson/La Fleurette)
- 1 Waiter for every two/three tables
- Fully equipped Bar & Barmen

#### Extras Included

- Complimentary honeymoon-suite for the Bridal couple the night of the wedding with Breakfast the next morning
- Supplier list
- Planning assistant that will give advice with the menu selections
- Help with the setup of chapel & reception venue
- Manager that will coordinate the event to ensure that everything runs smoothly & according to your specifications
- Boma Fires outside reception on wedding night
- Generator
- Night guard & secure parking





# Conclave Package: R615.00pp

All Inclusive

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Minimum of 60 Guests (Adults) & Maximum 140 Guests

## Ceremony

- Air conditioned chapel
- Red Carpet
- Wooden Podium
- Chairs with chair covers (choose one of the following colours: Black, White or Cream)
- Register table & Chairs
- Flower table & table cloth
- DJ table & table cloth

## Arrival Drinks (Choose one alcoholic & one non alcoholic drink)

- Sherry, Fruit Punch & Champagne
  - Juice, Non alcoholic Fruit punch & Ginger Beer
- 70% of total drinks will be Alcoholic drinks & 30% of total drinks will be non alcoholic

## Arrival Snacks (Choose one of the following snack platters)

- Meat - Platters
- Biltong, Droëwors, Chips & Peanuts – Platters
- Cheese & Assorted Biscuit – Platters

## Reception

- Buffet Menu (Three course meal)
- All tables; Bridal table, Round tables, Buffet tables, Gift table, Cake table & DJ table
- Cutlery & Crockery
- Chairs with chair covers (must be the same colour as in the chapel)
- Mini Mat table cloths & linen serviettes (Can choose from Black, White or Cream)
- 1 Bottle JC le Roux Champagne per table (Le Domaine/La Chanson/La Fleurette)
- 2 Bottles Two Oceans wine per table (Cabernet Sauvignon Merlot & Sauvignon Blanc)
- 1 Waiter for every two/three tables
- Fully equipped Bar & Barmen

## Extras Included

- Complimentary honeymoon-suite for the Bridal couple the night of the wedding with Breakfast the next morning
- Supplier list
- Planning assistant that will give advice with the menu selections
- Help with the setup of chapel & reception venue
- Manager that will coordinate the event to ensure that everything runs smoothly & according to your specifications
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## Executive Package: R995.00pp for first 66 guests

All Inclusive

R615.00pp for every guest more than 66

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**Minimum of 66 Guests (Adults) & Maximum 140 Guests**

Accommodation is based on Bed & Breakfast for 66 guests, one night

2 x Deluxe Chalets (can sleep 4 each)

4 x Standard Chalets (can sleep 2 each)

2x Standard Chalets (can sleep 3 each)

10 x Chalets (can sleep 2 each)

12 x Hotel Rooms (can sleep 2 each)

### Ceremony

- Air conditioned chapel
- Red Carpet
- Wooden Podium
- Chairs with chair covers (choose one of the following colours: Black, White or Cream)
- Register table & Chairs
- Flower table & table cloth
- DJ table & table cloth

### Arrival Drinks (Choose one alcoholic & one non alcoholic drink)

- Sherry, Fruit Punch & Champagne
- Juice, Non alcoholic Fruit punch & Ginger Beer

*70% of total drinks will be Alcoholic drinks & 30% of total drinks will be non alcoholic*

### Arrival Snacks (Choose one of the following snack platters)

- Meat - Platters
- Biltong, Droëwors, Chips & Peanuts – Platters
- Cheese & Assorted Biscuit – Platters

### Reception

- Buffet Menu (Three course meal)
- All tables; Bridal table, Round tables, Buffet tables, Gift table, Cake table & DJ table
- Cutlery & Crockery
- Chairs with chair covers (must be the same colour as in the chapel)
- Mini Mat table cloths & linen serviettes (Can choose from Black, White or Cream)
- 1 Bottle JC le Roux Champagne per table (Le Domaine/La Chanson/La Fleurette)
- 2 Bottles Two Oceans wine per table (Cabernet Sauvignon Merlot & Sauvignon Blanc)
- 1 Waiter for every two/three tables
- Fully equipped Bar & Barmen

### Extras Included

- Complimentary honeymoon-suite for the Bridal couple the night of the wedding with Breakfast the next morning
- Supplier list
- Planning assistant that will give advise with the menu selections
- Help with the setup of chapel & reception venue
- Manager that will coordinate the event to ensure that everything runs smoothly & according to your specifications
- Generator



# Buffet Menu Option



## Starter

*The starter will be served plated*

Please select one of the following **Starters**

### Soup of Choice

Butternut Soup OR Mushroom Soup

### Chicken Livers

Chicken livers served with a sweet peri peri sauce

### Biltong salad

Green salad served with biltong topped with honey mustard dressing

### Black Mushroom

Black mushrooms served with creamed spinach topped with two cheeses

### Pancake Supreme

Pancakes stuffed with marinated chicken

### Fish Phyllo Basket

Filo basket with a fish filling

## Main Course

*The main course will be served buffet style*

Please select two of the following **Meats**

### Gammon

Marinated smoked pork oven baked to perfection

### Beef Roll

Marinated Beef oven baked to perfection

### Chicken Roll

Marinated Chicken oven baked to perfection

### Lamb Roll

Marinated lamb oven baked to perfection

### Roasted Beef

Marinated Beef oven baked to perfection

### Roasted Lamb

Marinated Leg of Lamb oven baked to perfection

### Roasted Pork

Marinated Pork oven baked to perfection

### Marinated chicken pieces

Chicken pieces marinated with chutney & mayonnaise

### Lamb on Spit

### Pork on Spit

### Oxtail

Please select two of the following **Starches**

Savoury Rice

Braai Rice

Basmati Rice

Rice with fresh & dried parsley butter

Roasted Potatoes

New Potatoes served with parsley butter

Grilled Potatoes with Bacon

Baby Potatoes served with garlic & butter

Baby Potatoes with Bacon & Rosemary

Baby Potatoes with Mushroom sauce





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**Please select two of the following *Vegetables***

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- Pumpkin Fritters with Caramel Sauce
- Green beans with Bacon & Feta cheese
- Roasted Butternut with Green beans, cherry Tomatoes & Feta Cheese
- Roasted mixed Vegetables
- Broccoli & Cauliflower with white sauce and topped with three Cheeses
- Roasted Green beans with Carrots, cherry Tomatoes & Feta cheese
- Roasted Sweet potato & Carrots with a Balsamic sauce
- Mashed Butternut - Sweet
- Mashed Green beans
- Creamy Spinach
- Roasted sweet Carrots
- Roasted sweet Vegetable

(Sugar peas, mini Corns, Carrots, Pineapple, red Peppers & Onions)

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**Please select two of the following *Salads***

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- Greek Salad
  - Mix Salad
  - Green Salad
  - Beetroot Salad with Feta cheese, Basil & red Onion
  - Crunchy Pea & Bacon Salad
  - Noodle Salad
  - Curry Noodle Salad
  - Potato Salad
  - Broccoli, Cauliflower & Pea Salad
  - Broccoli & Bacon Salad
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***Dessert Table***

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*The dessert will be served buffet style*

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**Please select two of the following *Desserts***

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- Mozart Gâteau
  - Bar One Cake
  - Carrot & Nut Cake
  - Ice Cream & Fruit Salad
  - Home Made Ice Cream
  - Granadilla Cheesecake
  - Sago Pudding served with Custard
  - Ice Cream & Chocolate Mousse
  - Malva Pudding Served with Custard
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***Coffee Station***

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Tea & Miko Puro Filter Coffee

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***\*Please note that there is a surge charge of R1000.00 for lamb/pork on the spit & Oxtail***



# Terms & Conditions



## Not Included

- Welcome snacks for Mountain package (available on request)
- Wine on tables for Mountain package (available on request)
- All décor for example like overlays, sachets, vases, under plates, flowers etc.
- Draping & Fairy lights
- Sound system & Microphone in Chapel/Reception
- DJ, Photography and Entertainment

## Menu

- Prices for children are as follow:

Children 16 years and older	Full Price
Children 10-15 Years	Half price
Children 6-9 Years	R150.00pp
Children 5 years & younger	No Charge
DJ's/Photographers/Videographer	R290.00pp

## Waiters, Bar & Barmen

- One Waiter for every 2/3 tables (20-25 guests) are included, more waiters are available at an additional cost of R150.00 per waiter, per day
- Fully stocked outside bar managed by three Barmen and two Barmen with weddings 80 guests and less
- Bridal couples are more than welcome to arrange a bar tab for their guests with the manager and/or guests can pay their own accounts
- Bar tabs can be opened by guests staying over at the lodge but only if the Barmen receives order from the duty manager
- There are no specific bar cut off times and the barmen will keep the bar open until the duty manager arrange otherwise. When the bar settles down cooler bags (paid fully in advanced for) can be arrange with the duty manager
- Bar price list available on requests as well as our wine list

## Cut Off Times

- We are flexible with cut off times when it comes to the venue and bar at no extra cost but only if it is arranged and approved by the General Manager.
- *No special arrangements or tolerance will be allowed for the DJ to play after 00:00. We are part of a conservancy and the neighbours need to be kept in consideration.*

## Complimentary Honeymoon Suite

- Complimentary honeymoon suite for the bridal couple will be available only on the night of the wedding which includes bed & breakfast

## Breakage Deposit

- We charge a refundable breakage deposit of R2000.00 per wedding, after deducting for excessive breakages.
- This will be transferred into the bank account supplied 30 working days after wedding date





### Risk/Loss/Damages

Except where The Conclave Country Lodge acted grossly negligent, the following will apply:

- The Conclave Country Lodge, its employees or any person employed at any function will not be held liable for any loss or injury to persons or belongings, due to negligence or any other cause whatsoever.
- Décor must be removed by 11:00 the following morning. The Conclave Country Lodge does not accept liability for any loss or damage of any items. Hired items or personal items.

### Payment Procedures

- To confirm & secure your booking a R10 000.00 deposit is payable immediately (non-refundable) R2 000.00 breakage deposit included
- The R8 000.00 will be deducted from the final Invoice
- In order to secure booking a proof of payment must be emailed to [info@conclave.co.za](mailto:info@conclave.co.za) (please use the reference provided) to reception with the booking form and agreement
- 21 Calendar days before the event an appointment will be arranged by reception to finalize the menu, amount of guests and other arrangements for your wedding day, an Invoice will be sent and full payment of the Invoice is payable 14 calendar days before the wedding day (non refundable).
- The Conclave Country Lodge reserves the right to cancel the wedding should all outstanding amounts (excluding accommodation paid by guests themselves) not be paid timorously as indicated above.

### Cancellations

- All cancellations must be done in writing and within a minimum of 3 months prior to the wedding date
- If a function is cancelled within 14 days or less from the date of the wedding such cancellation will be subject to a 100% (one hundred percent) cancellation fee of the total function charges.
- Any date changes must be done in writing and will be discussed by The Conclave Country Lodge management before any penalties is given, if any
- Please confirm all changes and wedding cancellation in writing and per email

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**General Manager**

