

Venue @ 185

E-mail: venue@185.co.za Web: www.venue185.co.za

Contact: Pieter 082 5565 027 Yolanda: 083 280 0608

Indoor Venue **(includes outdoor venue)** - Booking Form 2024

Date of party:	
Name & Surname:	
ID Number:	
Cell:	
Email Address:	
Physical Address:	
Type of Function:	
Number of Guests:	

Indoor Venue Hire Rates

	Time Slot	Max 70 people	
Weekdays	08:00 - 20:00	R 5 000	
Friday	08:00 - 17:00	R 5 500	
Friday	08:00 - 23:30	R 6 000	
Saturday	08:00 - 17:00	R 6 000	
Saturday	08:00 - 23:30	R 6 500	
Sunday	08:00 - 20:00	R 5 750	
Public Holiday	08:00 - 17:00	R 6 000	
Public Holiday	08:00 - 23:30	R 6 500	

Indicate where applicable.

- **X** A R2500 refundable breakage deposit is payable for the indoor venue use. This amount is not included in the Venue Hire.
- An additional amount of R3500 will be charged for exclusive venue hire. **This includes access to the venue the day before the function**, to do your setup, and no other functions will be booked on the function day.
- An additional amount of R1750 will be charged for outdoor wedding setup.
- A R1000 per Hour penalty will be charged after time slot.
- **Qty** Round Tablecloths (White/Silver/Black) @ R75 each, black food tablecloths are included.
- Colour of Table Cloths (White / Black / Silver)
- **Qty** Chafing dish fuel @ R25 each (you need 2 per chafing dish)
- **Qty** Silver Under plates @ R5 each.
- **Qty** Champagne glasses @ R5 each. (Wine and Beer glasses are included.)
- **Qty** Patio gas heaters available @ R500 each.

Comments:

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Indoor Venue: (Includes the outdoor venue)

- Full use of Kitchen and store room with cutlery and crockery.
- Use of outdoor area: benches & Pizza Oven - during the day the fire pit area is not available.
- Round 10 Seated Tables & Chairs (Maximum 70 people)
- Table Setting per person Includes:
- Large Plate, Side Plate, Starter Plate & Dessert Bowl/Plate with cutlery.
- One wine glass and water glass per person.
- Coffee and Tea Facilities (Excluding Coffee & Tea)

Terms & Conditions:

- 1 Please check availability before paying the deposit.
- 2 This form should be mailed to venue@185.co.za to reserve your venue.
- 3 A confirmation will be sent via email to confirm your booking.
- 4 Upon confirmation, your 50% deposit is due within 24 hours.
- 5 Proof of payment should be emailed within 24 hours after booking has been made.
- 6 Full payment is due no less than 4 days before the function.
- 7 A R2500 refundable deposit is payable for the indoor venue use.
Refunds will be made within 7 days after your Function
Any loss caused due to breakage, damages, vandalism, theft or neglect will be charged for.
- 8 Written Cancellation fees:
Cancellation made less than 28 days before the event: No refund
Cancellation made more than 28 days before the event: 50% of Deposit will be refunded.
Cancellation made more than 42 days before the event: 80% of Deposit will be refunded.
- 9 Additional hired items are subject to availability
- 10 **The venue has to be left reasonably neat and tidy after a function. Please take ALL dishes to the kitchen, leave tablecloths on the tables. Please do not leave anything in the garden.**
- 11 **Please do not stick any prestic or double sided tape on the walls, hang all things from wooden poles. R500 fine will be charged.**
- 12 **NO Confetti or glitter allowed!! R1000 fine will be charged. Let's take care of the environment!**
- 13 Adult supervision is required at all parties.
- 14 Neither Venue@185 nor its staff will be liable for injury, loss or damage whether direct or indirect consequential or otherwise to any person or property as a result of any eventuality.
- 15 I agree to abide by all the rules and regulations of Venue@185 and take responsibility for the actions of guests attending my function.

Signature: _____

Date: _____

Bank Details:

Account Name: Y. Wouda
Nedbank, Randridge
Account: 1514 227 991 Branch: 151405
Ref: Party Date & Name
E-mail to: Venue@185.co.za