



Dear Future Bride and Groom
(Self-catering Option) 2010

Thank you for considering Thornbirds as a venue for your wedding.

Please note that self-catering packages are allowed only on any other day of the week except for Saturdays. Winter months are however negotiable.

We at Thornbirds are here to provide everything you need to ensure that you enjoy a very special, perfect day.

Our packages are designed to assist your planning so that you can enjoy a Stress-free day.

Should you wish to view our facilities or make further enquiries, please don't hesitate to contact us in order for us to discuss all your requirements.

We at Thornbirds have a motto stating "you decide and we provide".

Kind regards
Johnathan, Wesley & Nicole Athanassiou
084 5555 558, 082 8268 754 & 082 5050 790



VENUE HIRE

- For a standard 8 hour function (Starting from guest arrival)
- Includes use of main reception hall, chapel, patio & outdoor area
- For public holidays, add an additional R1000-00
- Please note that additional costs apply for functions larger than 200 guests

OPTION 1

Summer Rates:

- R 10500-00 Saturday
- R 8500-00 Friday & Sunday
- R 6500-00 Monday to Thursday

Winter Rates:

(May, June, July & August)

- R 8400-00 Saturday
- R 7200-00 Friday & Sunday
- R 5700-00 Monday to Thursday

Venue Hire Includes:

- assistance in co-ordination, planning & execution of function
- use of kitchen for heating & cooling purposes only (must be pre-arranged)
- standard cutlery, crockery, glassware (deposit required for breakages. Does not include serving dishes, utensils, chafing dishes etc.)
- white wrought iron chairs
- round tables seating 10 guests (for up to 200 guests.)
- standard linen (white / black tablecloths, white / sand / black overlays)
- white / black serviettes
- silver-plated ice buckets
- easle
- podium / lecturn
- cake table, cake knife upon request
- standard table numbers
- use of patio, garden area & full setup
- VAT

Venue Hire Excludes:

- menu surcharge
- photographer
- flowers
- bar account
- welcome drinks (optional)
- entertainment
- special additional décor (additional chairs, tables, draping etc.)
- gratuity
- wedding cake
- babysitters
- garden ceremony (red carpet, additional white plastic chairs etc.)

- waiters – R45-00 / hour for a minimum of 8 hours (R45-00 / hour after the 8 hour period)
- barman – R50-00 / hour for a minimum of 8 hours (R50-00 / hour after the 8 hour period)
- extras not mentioned

MENU SURCHARGE

- Various options are available from Thornbirds.
- Thornbirds has a surcharge per person when outside caterers are brought in;
*0 to 100 guests = R55-00 surcharge / person & *100 to 250 guests = R50-00 surcharge / person

CHILDREN (children must be supervised at all times)

- children 0-3 years are free
- children 4-11 years are charged 50% of the menu surcharge
- children 12 & above will be charged full price

WAITERS & BARMEN

- Waiters: R45-00 / hour for a minimum of 8 hours
- Buffet menu options require you to have 1 waiter for every 2 tables
- Plated menu options require you to have 1 waiter for every table
- Barmen: R50-00 / hour for a minimum of 8 hours
- Up to 50 guests requires you to have 1 barman
- Up to 100 guests requires you to have 2 barmen
- You require 3 barmen for more than 100 guests

BAR SERVICES

- Various billing options are available i.e. cash, open, tab etc.
- Our bar includes a range of imported & local brands.
- Alcoholic & non-alcoholic cocktails are served on client’s request.
- Any special requests such as certain brands of liquor or wines can be provided for.
- Bar prices are subject to change without prior notice.
- If you wish to run a tab or have an open bar, payment is payable upfront or a credit card must be provided in order for us to obtain authorisation.
- Thornbirds reserves the right to close the bar at any time should there be any irregularities on the guests’ behalf. Guests are not permitted in the bar unless arranged with management.
- NO SPIRITS, WINES, COLDRINKS, FOOD OR ANY ALCOHOL MAY BE BROUGHT ONTO THE PREMISES FOR CONSUMPTION AT ANY TIME.

OPTION 2

VENUE HIRE

- For a standard 8 hour function (Starting from guest arrival)
- For public holidays, add an additional R1000-00
- Please note that additional costs apply for functions larger than 200 guests

Summer Rates:

- R 14800-00 Saturday
- R 13000-00 Friday & Sunday
- R 95000-00 Monday to Thursday

Winter Rates:

(May, June, July & August)

- R 12500-00 Saturday
- R 9500-00 Friday & Sunday
- R 8000-00 Monday to Thursday



Option 2 only includes;

- Venue (reception hall, patio & outdoor area)
- Tables & chairs for up to 200 guests
- Garden furniture
- Use of kitchen
- 2 supervisors

You are to provide;

- Linen
- Cutlery, Crockery, Glassware
- Serving utensils, serving dishes, chafing / heating dishes
- All décor etc.
- All non-alcoholic beverages (Corkage rate will apply)
- Welcoming drinks

Option 2 does not require you to use Thornbirds;

- Bar
- Waiters / barmen

GARDEN CEREMONIES / RECEPTIONS

- Please note that additional costs may apply for garden ceremonies or receptions
- Additional items such as red carpets etc. are not included in this option

CO-ORDINATION SERVICES

- Assistance from our management team is available, by appointment, to all clients throughout the planning stages of their wedding.
- Kindly note that clients are free to make their own choices regarding entertainment, flowers etc.
- To assist you further, our co-ordinator can supply a list of recommended services or will be happy to arrange everything from A-Z.

RULES PERTAINING USE OF THORNBIRDS' KITCHEN, CUTLERY, CROCKERY ETC.

- Persons booking the venue will be held solely responsible for any loss, damage or injury that may occur in the kitchen or scullery area.
- Food is prepared elsewhere & heated at Thornbirds as cooking time is a factor. Thornbirds will provide a cold room if needed.
- Persons booking the venue will be held solely responsible for all breakages, loss & damage as far as crockery, cutlery, kitchen utensils, glasses, linen, kitchen appliances & the venue are concerned.
- No person will be allowed into the kitchen / scullery area without the supervision of a Thornbirds staff member.
- A refundable retainer of R2500-00 is required for cutlery, crockery etc. & will be refunded within 10 working days of your function.
- All equipment that does not belong to Thornbirds must be removed on the same day as the wedding.
- Thornbirds will not be held responsible in any way should loss or damage occur to equipment being brought in from outside caterers. All equipment brought in must be safe without any hazards.
- Absolutely no children are allowed in the kitchen or other staff areas.
- Neither Thornbirds' staff nor chef is responsible for the serving or dishing up of food.
- Thornbirds' staff is not responsible for the cleaning of your cutlery, crockery, catering equipment etc.
- Thornbirds' kitchen & scullery area is to be left in a clean & tidy manner once the function is done.

CHAMPAGNE / SPARKLING GRAPE JUICE

- Non-alcoholic sparkling grape juice @ R60-00 per bottle
- Standard: JC Le Roux @ R85-00 per bottle (various brands available upon request)

WELCOMING DRINKS

- Welcoming drinks are optional
- Welcoming drinks are free during Winter month weddings – Option1 (selection to be provided)
- Selection of fresh fruit juices @ R45-00 per 2L jug (served by the glass)
- Non-alcoholic fruit punch with fruits @ R55-00 per 2L jug
- Alcoholic fruit punch with fruits @ R70-00 per 2L jug
- Sangria @ R90-00 per 2L jug
- Cocktails @ R18-00 per glass
- Mocktails @ R14-00 per glass (non-alcoholic)
- Sherry @ R6-00 per glass
- Shooter & other options available upon request

CORKAGE RATES

- Corkage rates are available on Champagne, sparkling grape juice, wine & spirits by the bottle only.
- Champagne (standard) & wine: R30-00 per bottle
- Standard spirits: R80-00 per bottle
- Luxury spirits: R150-00 per bottle (Jack Daniels, Jameson, Johnnie Walker etc.)
- Option 2 only: 2L juice / soft drinks: R10-00 per litre

GRATUITY

- Gratuity is not included
- Gratuity is only payable on an open bar amount
- When having a cash bar, gratuity can be paid to waiters at your guests' own discretion
- A bar tab up to R10000-00, a minimum gratuity of 7% is payable on the final bar amount
- A bar tab over R10000-00, a minimum gratuity of 5% is payable on the final bar amount

SMOKING

- Due to the new legislation, smoking is strictly prohibited in designated smoking areas

MORE THAN 200 GUESTS

- The additional amount payable per guest is calculated by dividing the venue hire by 200 guests. That amount is to be multiplied by the additional amount of guests.

SET-UP & CUT-OFF TIMES

- Set up on the day before cannot be guaranteed especially when a venue is utilised the night prior to the wedding.
- Overtime will be charged for the venue at R1000-00 / hour.
- Please note that the venue closing time is at 01h00, therefore the bar closes at 00h30.
- Should waiters or barmen exceed the usual 8 hour working period due to a prolonged function; the client will be charged for the overtime per waiter, per bartender, per hour.
- Your 8 hours begin on guest arrival. (half an hour before the service starts should you use our chapel)

PARKING

- Secure parking with guards is available on the premises.

BOOKINGS

- We suggest that you view our facilities & meet our co-ordinators before you pay your deposit.
- Bookings are secured by the signing of Thornbirds' contract & a 100% deposit of the menu surcharge for option 1 **OR** 60% deposit of the venue hire for option 2.
- Should you book for a certain amount of guests, the final number of guests is not allowed to decrease by more than 20 pax, providing our minimum guest amount requirement is still met.

- A refundable retainer of R2500-00 will be payable in case of any damage or loss of Thornbirds' property during your function. This will be refunded within 10 working days of your function.
- Please note that we cater for a minimum of 110 adult guests on Saturdays during summer months, & 60 adult guests during winter months.
- **When booking a self-catering wedding / function, you are obligated to print a message / menu disk for every table that clearly states that Thornbirds did NOT cater for your function. Failure to do so will result in a member of Thornbirds staff to make a public announcement.**
- This wedding package forms part of Thornbirds' contractual agreement.

ACCOMMODATION & BRIDAL SUITE:

- Bridal suite: R1300-00 including a Champagne breakfast. (Half price during winter months).
- Standard rooms: R500-00 per person sharing, including breakfast
- Standard rooms: R700-00 per single, including breakfast
- All rooms are non-smoking
- Check-in is from 11h30, check-out is at 10h30 & breakfast is served at 9h00
- Additional breakfast for guests not staying at Thornbirds is charged at R80-00 per person & must be pre-booked. Breakfast includes a cup of tea / coffee per person
- Please note that accommodation prices are subject to change & availability cannot be guaranteed
- Bookings are secured by a 50% non-refundable deposit & the balance is payable 14 days prior to the wedding

RENTAL ITEMS (please enquire whether all items are still available)

- Thornbirds have a limited amount of rental items available;
- Small glass T-light holder with candle – R6-00 each
- Large glass T-light holder with candle – R7-00 each
- White wall lanterns – R10-00 each (20 lanterns – Free during Winter months)
- Wall lantern candles – R10-00 each
- Bamboo walkway lanterns – R15-00 each
- Small table paraffin lanterns – R10-00 each
- Large table paraffin lanterns – R13-00 each
- Portable garden fireplace including wood – R200-00 each
- Bonfire area including wood – R500-00
- Indoor gas fireplaces – R250-00 each
- Delicate white cushions for wrought iron chairs – R15-00 each
- Artificial white rose shrubs – R90-00 each
- Under plates: silver / gold – R8-00 each
- Small Victorian white wrought iron tables – R50-00 each
- Delicate white wrought iron flower stands – R47-00 each
- Chair covers – R8-00 each
- * Prices & availability – subject to change without prior notice

PAYMENT

- Payment can be made by cash / direct EFT / credit card
- We accept VISA, MASTER CARD, AMERICAN EXPRESS & DINERS
- A 4% bank levy will be charged for all payments made by credit card

**PLEASE TAKE NOTE: VIEWINGS ARE PERMITTED BY APPOINTMENT ONLY!
(During office hours only.)**

If you have any further queries or would like to make an appointment to view our facilities, please contact us at our office.

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* Email: mail@thornbirdscentre.co.za

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