WEDGEVIEW
Country House & Spa
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WedgeView Country House & Spa Conference Information 2014 – 2015

Thank you for your interest in our Conference Facilities.

With 18 Luxurious Rooms and Suites, WedgeView Country House & Spa is the perfect location for your corporate retreat.

Our newly refurbished conference area covers 60m² and can host up to 30 delegates. A separate Lounge Area of 35m² with balcony overlooking the Surrounding Vineyards and Stellenbosch Mountains can also be utilised.

Within, please find information on our various packages and other information pertaining to our conference venue.

MAY 2014 – SEPTEMBER 2015 GOURMET CONFERENCE RATES SUMMARY

	1 May 2014 - 30 Sep 2014	1 Oct 2014 - 30 Apr 2015	1 May 2015 - 30 Sep 2015
Full Day Conference	R 385.00	R 435.00	R 395.00
Full Day Conference with Breakfast	R 445.00	R 500.00	R 460.00
Half Day Conference	R 315.00	R 360.00	R 330.00
Half Day Conference with Breakfast	R 375.00	R 425.00	R 395.00
Morning Conference with Breakfast	R 215.00	R 265.00	R 235.00
Dinner Conference	R 405.00	R 475.00	R 445.00

	1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
	Sharing*	**Single**	**Sharing***	**Single**	**Sharing***	**Single**
1 Day, 1 Night	R 1,330.00	R 1,590.00	R 1,685.00	R 2,075.00	R 1,370.00	R 1,655.00
2 Day, 1 Night	R 1,690.00	R 1,950.00	R 2,085.00	R 2,475.00	R 1,730.00	R 2,015.00
2 Day, 2 Night	R 2,575.00	R 3,095.00	R 3,335.00	R 4,115.00	R 2,705.00	R 3,275.00
3 Day, 2 Night	R 2,925.00	R 3,445.00	R 3,735.00	R 4,515.00	R 3,065.00	R 3,635.00
3 Day, 3 Night	R 3,845.00	R 4,625.00	R 4,985.00	R 6,155.00	R 4,040.00	R 4,895.00
4 Day, 3 Night	R 4,195.00	R 4,975.00	R 5,385.00	R 6,555.00	R 4,400.00	R 5,255.00
4 Day, 4 Night	R 5,115.00	R 6,155.00	R 6,635.00	R 8,195.00	R 5,375.00	R 6,515.00

* Price per person based on two adults sharing

FULL DAY CONFERENCE

	1 May 2014 - 30 Sep 2014	1 Oct 2014 - 30 Apr 2015	1 May 2015 - 30 Sep 2015
Per Delegate	R 385.00	R 435.00	R 395.00

Includes:

- Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 2-Course Lunch
- Afternoon Tea and Coffee with a selection of Home-made Biscuits
- Exclusive use of conference venue from 08:00 – 17:00
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

FULL DAY CONFERENCE WITH BREAKFAST

	1 May 2014 - 30 Sep 2014	1 Oct 2014 - 30 Apr 2015	1 May 2015 - 30 Sep 2015
Per Delegate	R 445.00	R 500.00	R 460.00

Includes:

- Full English and Continental Breakfast upon arrival
- Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 2-Course Lunch
- Afternoon Tea and Coffee with a selection of Home-made Biscuits
- Exclusive use of conference venue from 08:00 – 17:00
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

HALF DAY CONFERENCE

	1 May 2014 - 30 Sep 2014	1 Oct 2014 - 30 Apr 2015	1 May 2015 - 30 Sep 2015
Per Delegate	R 315.00	R 360.00	R 330.00

Includes:

- Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- Mid-morning or Afternoon Tea and Coffee with a selection of Home-made Snacks
- 2-Course Lunch
- Exclusive use of conference venue from either 08:00 – 12:30 or 12:30 – 17:00
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

MORNING CONFERENCE WITH BREAKFAST

	1 May 2014 - 30 Sep 2014	1 Oct 2014 - 30 Apr 2015	1 May 2015 - 30 Sep 2015
Per Delegate	R 215.00	R 265.00	R 235.00

Includes:

- Full English and Continental Breakfast upon arrival
- Mid-morning Tea and Coffee with a selection of Home-made Snacks
- Exclusive use of conference venue from 08:00 – 12:30
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

HALF DAY CONFERENCE WITH BREAKFAST

	1 May 2014 - 30 Sep 2014	1 Oct 2014 - 30 Apr 2015	1 May 2015 - 30 Sep 2015
Per Delegate	R 375.00	R 425.00	R 395.00

Includes:

- Full English and Continental Breakfast upon arrival
- Mid-morning Tea and Coffee with a selection of Home-made Snacks
- Exclusive use of conference venue from 08:00 – 12:30
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

DINNER CONFERENCE

	1 May 2014 - 30 Sep 2014	1 Oct 2014 - 30 Apr 2015	1 May 2015 - 30 Sep 2015
Per Delegate	R 405.00	R 475.00	R 445.00

Includes:

- Arrival Drinks with Home-made savoury snacks
- Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 3-Course Dinner
- Exclusive use of conference venue from 14:00 – 18:00
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

1 DAY CONFERENCE WITH 1 NIGHT ACCOMMODATION

1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
Sharing *	Single	Sharing *	Single	Sharing *	Single
R 1,330.00	R 1,590.00	R 1,685.00	R 2,075.00	R 1,370.00	R 1,655.00

* Price per person based on two adults sharing

Includes:

- 1 x Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- 1 x Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 1 x 2-Course Lunch
- 1 x Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 1 x 3-Course Dinner
- 1 night Accommodation in one of our Luxurious Rooms with King-size bed (can be twinned) and en-suite bathroom including a Full English and Continental Breakfast
- Exclusive use of conference venue from 08:00 – 17:00
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

2 DAY CONFERENCE WITH 1 NIGHT ACCOMMODATION

1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
Sharing *	Single	Sharing *	Single	Sharing *	Single
R 1,690.00	R 1,950.00	R 2,085.00	R 2,475.00	R 1,730.00	R 2,015.00

* Price per person based on two adults sharing

Includes:

- 1 x Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- 2 x Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 2 x 2-Course Lunch
- 2 x Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 1 x 3-Course Dinner
- 1 night Accommodation in one of our Luxurious Rooms with King-size bed (can be twinned) and en-suite bathroom including a Full English and Continental Breakfast
- Exclusive use of conference venue from 08:00 – 17:00 on both days
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

2 DAY CONFERENCE WITH 2 NIGHT ACCOMMODATION

1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
Sharing *	Single	Sharing *	Single	Sharing *	Single
R 2,625.00	R 3,145.00	R 3,335.00	R 4,115.00	R 2,705.00	R 3,275.00

* Price per person based on two adults sharing

Includes:

- 1 x Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- 2 x Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 2 x 2-Course Lunch
- 2 x Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 2 x 3-Course Dinner
- 2 nights Accommodation in one of our Luxurious Rooms with King-size bed (can be twinned) and en-suite bathroom including a Full English and Continental Breakfast
- Exclusive use of conference venue from 08:00 – 17:00 on both days
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

3 DAY CONFERENCE WITH 2 NIGHT ACCOMMODATION

1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
Sharing *	Single	Sharing *	Single	Sharing *	Single
R 2,985.00	R 3,505.00	R 3,735.00	R 4,515.00	R 3,065.00	R 3,635.00

* Price per person based on two adults sharing

Includes:

- 1 x Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- 3 x Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 3 x 2-Course Lunch
- 3 x Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 2 x 3-Course Dinner
- 2 nights Accommodation in one of our Luxurious Rooms with King-size bed (can be twinned) and en-suite bathroom including a Full English and Continental Breakfast
- Exclusive use of conference venue from 08:00 – 17:00 on all days
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

3 DAY CONFERENCE WITH 3 NIGHT ACCOMMODATION

1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
Sharing *	Single	Sharing *	Single	Sharing *	Single
R 3,920.00	R 4,700.00	R 4,985.00	R 6,155.00	R 4,040.00	R 4,895.00

* Price per person based on two adults sharing

Includes:

- 1 x Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- 3 x Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 3 x 2-Course Lunch
- 3 x Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 3 x 3-Course Dinner
- 3 nights Accommodation in one of our Luxurious Rooms with King-size bed (can be twinned) and en-suite bathroom including a Full English and Continental Breakfast
- Exclusive use of conference venue from 08:00 – 17:00 on all days
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
  Mineral Water and Mints

4 DAY CONFERENCE WITH 3 NIGHT ACCOMMODATION

1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
Sharing *	Single	Sharing *	Single	Sharing *	Single
R 4,280.00	R 5,060.00	R 5,385.00	R 6,555.00	R 4,400.00	R 5,255.00

* Price per person based on two adults sharing

Includes:

- 1 x Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- 4 x Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 4 x 2-Course Lunch
- 4 x Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 3 x 3-Course Dinner
- 3 nights Accommodation in one of our Luxurious Rooms with King-size bed (can be twinned) and en-suite bathroom including a Full English and Continental Breakfast
- Exclusive use of conference venue from 08:00 – 17:00 on all days
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

4 DAY CONFERENCE WITH 4 NIGHT ACCOMMODATION

1 May 2014 - 30 Sep 2014		1 Oct 2014 - 30 Apr 2015		1 May 2015 - 30 Sep 2015	
Sharing *	**Single**	**Sharing ***	**Single**	**Sharing ***	**Single**
R 5,215.00	R 6,255.00	R 6,635.00	R 8,195.00	R 5,375.00	R 6,515.00

* Price per person based on two adults sharing

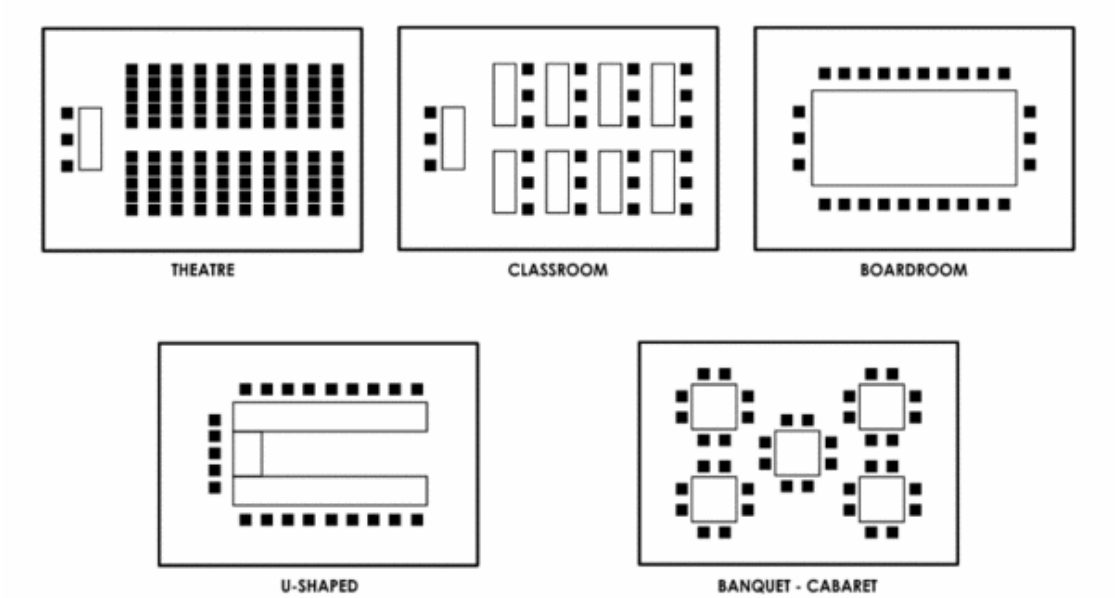
Includes:

- 1 x Arrival Tea and Coffee with Home-made Scones, Muffins and Pastries
- 4 x Mid-morning Tea and Coffee with a selection of Home-made Snacks
- 4 x 2-Course Lunch
- 4 x Afternoon Tea and Coffee with a selection of Home-made Biscuits
- 4 x 3-Course Dinner
- 4 nights Accommodation in one of our Luxurious Rooms with King-size bed (can be twinned) and en-suite bathroom including a Full English and Continental Breakfast
- Exclusive use of conference venue from 08:00 – 17:00 on all days
- Notepads and Pens
- Data Projector
- Wi-Fi access
- Flipchart and Markers
- Mineral Water and Mints

VENUE AND VARIOUS LAYOUTS

- Size:
  - Main Area of 60m² and a Lounge Area of 35m².

- Various Conference Room Layouts:



- Theatre - up to 30 Delegates
- Classroom - up to 30 Delegates
- Boardroom - up to 24 Delegates
- U-Shaped - up to 20 Delegates
- Banquet/Cabaret - up to 30 Delegates

FOOD AND CATERING

- We offer our own in-house catering service. (please see sample menus)
- The below menus are merely an indication as to what type of cuisine can be expected and our chef will offer assistance in finalising a suitable tailor-made menu.
- Should any of the delegates have any dietary requirements or allergies, kindly inform our chef.
- Our Kitchen is not Halaal certified, but we make use of renowned Halaal and Kosher Caterers should it be required.
- The menu is to be approved by the client upon confirmation of the conference.
- In the event of external professional caterers being used, WedgeView Country House & Spa reserves the right to have a contractual agreement with the company to charge a 15% surcharge on the total invoice amount for the use of its facilities.

SITE INSPECTIONS

- Site inspections between 10:30 and 17:00 and on appointment only.

TRANSPORT

- Transport to and from our venue can be arranged and will be charged accordingly.

BOOKING CONFIRMATION, CANCELLATIONS AND FINAL PAYMENT

- A 100% deposit is required in order to secure the venue and rooms.
- Deposit refunds for the venue will not entertained 14 days prior to the event.
- The final invoice is payable upon check-out. Only electronic transfers will be accepted for payment of the hosts account.

VAT

- All prices are inclusive of Value Added Tax at 14%

SERVICE FEE / GRATUITIES

- A 10% Service Fee will be levied on the total food and beverage invoice.

WEDGEVIEW SPA

- The WedgeView Spa is open daily from 08:00 – 19:00.
- Please see the WedgeView Spa Brochure for further information.

BREAKAGES

- Any breakages if any will be determined after the event by WedgeView Country House & Spa and will be charged accordingly.

DAMAGES AND LOSS

- WedgeView Country House & Spa will not be held responsible for any form of loss or damage to property or injury sustained to any attendee of the function due to any item, equipment or third party sourced by the client.

MENUS

- Various menu options are available and we are able to customise the menu to suit your exact requirements.

We look forward to being of service to you. Should you require any further information, please do not hesitate to contact us on 021 881 3525.

Bank Details for WedgeView Country House & Spa:
Dastinvest Trading & Hospitality Services PTY LTD
Nedbank, Stellenbosch

Account Number	173 500 4219
Branch Code	173 505
Swift Code	NEDSZAJJ

I, _____, hereby agree to the above terms and conditions for the conference on the ____ of _____ 201__.

_____ _____
Signature Date

Kindly sign and return via fax to 021 881 3539 or email to info@wedgeview.co.za