



We are delighted that you have selected Clouds Estate as a potential venue for your function. We have pleasure in offering you the following options:

Day functions (up to 50 persons)

A kitchen tea, breakfast or lunch for up to 50 persons is available in our state-of-the-art function venue below the guest house. Outside caterers are used for 2- or 3-course lunches, finger food or buffets. You can discuss options and menus with the caterer. Day functions finish strictly at 17h00. The hire of the venue for a day function at Clouds is R12 000.

Cocktail function (up to 80 persons)

Cocktail functions range from arrival at 16h00 and must conclude by 22h00. Clouds provide the kitchen, caterers can be recommended or you may use your own. Clouds manage the bar, and will source any wines and drinks not on our wine list on your behalf. No corkage is allowed. The hire of the venue for a cocktail function is R15 000.

Evening function (up to 80 persons)

This function may continue till midnight and includes accommodation. One night's accommodation for 14 guests in 7 luxurious bedrooms and up to 20 more guests in 5 x 1 bedroom self-catering villas on a bed and breakfast basis. Total of 34 guests. Each villa has a double sleeper couch in the lounge and 1 bathroom. This package is R60 000 in summer and R40 000 in winter.

Dinner takes place in the function venue, we can recommend caterers or you may bring your own. Clouds manage the bar, and will source any wines and drinks not on our wine list on your behalf. No corkage is allowed.

Rates

The summer rates are valid from 16 September 2014 to 30 April 2015 and the winter rates are valid from 1 May to 15 September 2014/2015. Please note that we do not accept functions between 15 December and 15 January.

Rates include the following:

Clouds tables & chairs
Clouds crockery, cutlery & glassware
Background music (you may provide an i-pod that plugs into our system)

Rates exclude:

All catering and beverages
Décor & flowers, napkins & table cloths.
Bedouin tent hire and set up, dance floor hire and set up
Live music
Waiting staff

How to book your function:

We will hold your date provisionally for a maximum of 14 days. On receipt of your written confirmation we will require a non-refundable deposit equal to 25% of the total reservation cost and a signed copy of our T&C's within 14 days. Should the deposit not be paid, we will automatically release the date and make the venue available once more. In the event of another enquiry for the same date, we will first contact you for confirmation and deposit, in which we give you three days to decide and pay.

Facts & information:

Evening functions must end at midnight, due to strict local noise regulations in the Banhoek Valley, all music must stop promptly at 24h00. Failing to do so may result in the estate losing its music licence. This is unfortunately not negotiable and Clouds Wine & Guest Estate reserves the right to regulate the volume of all music at functions. No discussion for continuation of music will be entered into at midnight, this will result in a R5000 penalty, and the music will still be shut down. Due to smoke detectors throughout the estate, smoking is only allowed outside on the patios, and no smoke machines will be allowed inside the venue.

We require the balance on payment, 1 month prior to the event. This is non-refundable. A R10 000 safety deposit will also be required on this date, this will be refunded in full after departure, should there be no breakages.

All agreements must be committed to in writing and signed by the respective parties. No verbal agreements will be accepted by management.

We offer a full bar service. Wines can be selected from our winelist. Alternatively, requested wines will be sourced by Clouds for your function. Regret no BYO.

We work with a number of recommended caterers and can supply details; alternatively you may select your own. We request to meet with them within a month of booking the venue and require them to sign a short contract with us, relating to kitchen and equipment usage.

We work with a number of service providers and highly recommend them. Alternatively you may select your own. 50% of the waiting staff need to arrive 2 hours prior to the start of the function and 50% will work till 2 hours after the end of the function. Please ensure that you incorporate this into your budget.

Check in time is 14h00 and check out time is 11h00. Early arrivals and late departures cannot be guaranteed, due to premium occupancy, especially in high season.

In our spacious rooms and villas you will find: complimentary Wifi, Smart TV's, Blu-ray DVD players, i-pad docking stations, Nespresso machines, complimentary mini bars in rooms and full size fridges in villas. All bedrooms and villas have air-conditioning, bathrooms have heated towel rails and under-floor heating.

PAYMENT AND CANCELLATION REQUIREMENTS

We require full payment 1 month prior to the date. In addition, a R10 000 safety deposit will also be required and this will be refundable in full after departure, should there be no breakages. In the event that the event is cancelled, the following cancellation fees apply:

- 90 days before arrival no cancellation fee will be payable but a R2 000.00 administration fee will be payable
- between 60 and 90 days before the function, a cancellation fee equal to 25% of the invoice will be payable
- between 30 and 59 days before the function, a cancellation fee equal to 50% of the invoice will be payable
- 30 days and less, the total invoice will be retained by Clouds Estate.

You agree that the above cancellation terms are fair, reasonable and necessary as Clouds Estate will, once your reservation is confirmed, refuse other events, functions or weddings and, in the event of the cancellation of your function, Clouds Estate would suffer damages by having turned away other business.

Please contact us on 021-885 1819 for more information or if you have any questions.