



OWNER FLEXI TRADE 110 (PTY) LTD . REGISTRATION NUMBERS 2002/011002/07

TELEPHONE: 051 441 7848 . FAX: 051 441 7865 . PRIVATE BAG X 20519 . BLOEMFONTEIN . 9300
E-MAIL: gmmaselspoort@lantic.net . WEBSITE: www.maselspoort.co.za

Our Bridal Package

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Wedding Contract

Maselspoort Resort & Conference Centre, Private Bag X20519, Bloemfontein 9300
Tel: 051-441 7848 * Fax: 051 441 7865
E-mail: fomaselspoort@lantic.net



Dear Valued Guest

Maselspoort Resort & Conference Centre is a unique and exclusive retreat only 20 minutes from Bloemfontein on the N8, within close proximity to Bloemfontein Airport. This beautiful Resort, with its abundant bird life, is magnificently nestled in an area of natural beauty.

Our wedding venue can accommodate up to 150 guests comfortably with space for dancing, and a private bar area and ablution facilities.

Venues:

Kudu Hall – Lovely Acoustics

River area – Perfect for the Wedding Ceremony - Isolated and secluded.

Our Services:

Maselspoort is an unique and exclusive venue that will bring distinction and style to your most important day. We will endeavor to take as much as possible out of your hands, leaving you free and relaxed to enjoy every moment of this very special occasion.

Wedding Ceremony Venue:

The wedding ceremony may be held at either the Eland Hall, Waterbuck or the River Lawned area. (Limited to the ceremony taking place at a venue other than the reception.)

- ♪ The cost of venue hire for the ceremony is R2000.00.
- ♪ The cost of the venue will include chairs, 2 standard tables, cathedra and electricity.
- ♪ Maselspoort Resort & Conference Centre has a backup electricity generator.
- ♪ Excluded from the venue cost are chair covers, red carpet, any decorations, Gazebo or other.
- ♪ An alternative venue will be discussed during the consultation in case of bad weather or similar.
- ♪ River / outside venues are not available November & December – Noisy due to Supertube.

Please note, this venue hire is applicable to wedding ceremonies only.

Wedding Reception Venue:

The cost of venue hire includes: Bar Facility; buffet area and buffet service; dance floor; tables and chairs; full setting of cutlery; crockery; standard range of white table linen; glasses; cake table; gift table; waiters and barman; and assistants to help prepare the venue before the wedding and the exclusive attendance of our management team. Please see the next page (no. 4) for specific details.

- Tables: Round tables, seating maximum Ten (10) GUEST's per table
Chairs: Standard conference type
Cutlery: Full table setting of 18/8 High Polished Cutlery
Crockery: Octavia range of crockery including the cups and saucers & cruets
Linen: White Linen: Round Damask table cloths, Damask Napkins
Glassware: Wine glass, Champagne' Flute, Sherry Glass at entrance
Waiters: Yes – Food service and general clearing
Bar Attendant: Yes – please note no table service is provided. All beverages available from the bar.
Manager: The function will be overseen by Resort management.

The cost of venue hire for the reception is R2000.00.

Please note that all venues on this Resort including rooms are non – smoking.

List of Preferred Function Hire Companies:

1. Party Design & Decor Tel: 051 – 430 2910
2. The Party Warehouse Tel: 051 – 430 6590
3. Africa Function Hire Tel: 051 – 447 7077

Menu:

Maselspoort is renowned for its exquisite culinary creations. Our Restaurant Manager, Sirenda will guide you through your choice of menu and create an unforgettable occasion that will keep your GUESTS talking about your wedding as if it were theirs.

We offer two (2) buffet style wedding menus, each at various prices.

Each menu consists of choices within the selection to personalize the menu according to your preference.

Hot Buffet – R 150.00 per person incl. vat

Hot & Cold Buffet – R 180.00 per person incl. vat

Please tick and initial your choice of menu: Menu 1 Menu 2 Initial: _____

Please supply us with GUEST quantities: (Final GUEST count required one week prior to the event)

Adults: _____ Children:(Over 12 years of age) _____ Children:(under 12 years of age) _____(Recieves 50% Discount)

Please note:

- Menu prices will only be valid for a period of thirty (30) days from date indicated on the bottom of this page.
- GUEST count:A minimum number of 50 guests and a maximum of 150 GUESTS

Menu 1

Hot Buffet

Sherry on arrival

Breads, Salads & Starters

Plated Starters: Seafood Cocktail or Fruit Cocktail

Potato Salad, Beetroot Salad, Copper Penny Salad, Three Bean Salad, Coleslaw Salad, Pasta Salad

Spread Salad consisting of Lettuce, Tomatoes, Cucumber, Onions, Carrots Julienne

Feta Cheese, Olives, Pineapple, Gherkins, Melon and Salad Dressing

"Pot Bread", and French Loaves

Cocktail Bread Rolls served with butter and margerine

Main Course

Roasts

Oven Roasted Gammon served with an Apple sauce

Roast Beef served with traditional style Horse Radish & a Sweet Mustard Dressing

Traditional Farm style Chicken Pie

Side Dishes

Our Famous Roast Potatoes

Two Seasonal Vegetables

Savoury Rice

Home made rich and spicy brown gravy

Desserts

Malva Pudding

Home Baked Chocolate Pudding

Vanilla Custard

Truffle, Custard Slices, Koeksisters

Chocolate Mousse

Ice cream & Chocolate Sauce

Coffee and Selection of Tea's

R150.00, per person including VAT

Menu 2

Hot & Cold Buffet

Breads, Salads & Starters

Plated Starters: Seafood Cocktail or Fruit Cocktail

Potato Salad, Beetroot Salad, Copper Penny Salad, Three Bean Salad, Coleslaw Salad, Pasta Salad

Spread Salad consisting of: Lettuce, Tomatoes, Cucumber, Onions, Carrots Julienne

Feta Cheese, Olives, Pineapple, Gherkins, Melon and Salad Dressing

"Pot Bread", and French Loaves

Cocktail Bread Rolls served with butter and margarine

Main Course

Cold Selection:

Sliced Mutton with mint jelly

Fish Platter consisting of: Line Fish, Mussels, Crab Sticks & Snack

Roasts

Oven Roasted Gammon served with an Apple sauce

Roast Beef served with traditional style Horse Radish & a Sweet Mustard Dressing

Traditional Farm style Chicken Pie

Side Dishes

Our Famous Roast Potatoes

Two Seasonal Vegetables

Savoury Rice

Home made rich and spicy brown gravy

Desserts

Malva Pudding

Home Baked Chocolate Pudding

Vanilla Custard

Truffle, Custard Slices, Koeksisters

Chocolate Mousse

Ice cream & Chocolate Sauce

Ciro Coffee and Selection of Tea's

R180.00, per person including VAT

Bar Facilities:

- Full Bar facility available.
- A full bar service and barman is provided for your wedding reception. Please note: we do not offer table service for beverages.
- All sparkling wine, table wine and other beverages required for your wedding reception may be chosen from our current beverage list.
- Corkage of R15.00 per bottle will be levied if you choose to provide your own wines, sparkling wines or Champagne. (Maselspoort reserves the right to specify the quantity of beverages being brought into a venue and limit to a maximum of 1 bottle of wine per three (3) GUESTS.)
- Beverages not being supplied by Maselspoort must be signed for in acceptance of type & quantity atleast 24 hours prior to the event taking place.
- *I.e.: No charges for corkage if wine is purchased from Maselspoort*
- A choice is offered for your convenience of a cash bar, an open bar account or a bar limit.
- All tabs are dependent on Positive authorization of a specified limit by credit card or pre-payment.

Bar account details: Please tick your requirement

<input type="checkbox"/>	All beverages on account:	Bar Limit: R_____	Initial: _____
<input type="checkbox"/>	Soft drinks only on account:	Bar Limit: R_____	Initial: _____
<input type="checkbox"/>	Cash Bar only:	Bar Limit: Not applicable	Initial: _____

Other specifications: E.g.: (Wine on table, whose account)

Accommodation for the Bridal Couple:

- The “Richter Huis” is complimentary to the Wedding Couple 1 day prior as well as the night of the wedding. (Subject to availability)
- The “Richter Huis” comprises a lounge, main bedroom, 2 other bedrooms, bathroom, Self Catering Kitchen, Garage & garden area.
- With compliments of Maselspoort Resort & Conference Centre, the bridal couple receives a bottle of sparkling wine in their room on arrival after the reception.



Our Banqueting Coordinator will gladly assist you in completing a wedding consultation form, which will lead you step by step through the planning of your wedding as well as give us, the information needed to compile a detailed quotation. Should you wish to contract the services of a wedding planner, we are more than willing to meet, and co-operate with your coordinator. Do not hesitate to contact me directly should you require a personalized quotation.

Contacts: Date _____

BRIDE

P.O. Box
CITY
Code

TEL:
FAX:

GROOM

P.O. Box

CITY
Code

TEL:
FAX:

Contract:

THE ABOVE RATES and general terms & conditions: Detail specifics

- 1 50% OF THE TOTAL QUOTED FEE IS PAYABLE WITHIN SEVEN (7) WORKING DAYS OF CONFIRMATION TO SECURE YOUR RESERVATION. **PLEASE NOTE THAT: 0 – 60 DAYS PRIOR TO THE EVENT, THE DEPOSIT IS NON-REFUNDABLE.** RESERVATIONS WILL AUTOMATICALLY BE CANCELLED IF PAYMENT IS NOT MADE WITHIN THE SPECIFIED PERIOD.
- 2 THE QUOTATION IS VALID FOR A PERIOD OF THIRTY DAYS (30 DAYS) – SEE BOTTOM OF PAGES FOR PROVISIONAL DATE BOOKING.
- 3 ALL ROOMS BOOKED FOR THE FUNCTION WILL RECEIVE A 10% DISCOUNT ON THE STANDARD PUBLIC ROOM TARRIFF. ANY BOOKING IS PROVISIONAL UNTIL MASELSPOORT RESORT & CONFERENCE CENTRE RECEIVES A SIGNED RESERVATION CONTRACT AND 50 % DEPOSIT.
- 4 ARE VALID FOR GROUPS OF TEN OR MORE PEOPLE
- 5 ARE VALID FOR THE ABOVE PERIOD ONLY
- 6 EXCLUDE 1% TOURISM LEVY (ACCOMMODATION ONLY)
- 7 FACILITIES AND SERVICES OFFERED TO OTHER GUESTS OF MASELSPOORT WILL CONTINUE IN THEIR NORMAL MANNER OF OPERATION IRRESPECTIVE OF THE FUNCTION TAKING PLACE. (Day visitors, spectators, Super-tube, etc)
- 8 INCLUDE 14% VAT
- 9 ONLY NUMBER OF GUESTS SIGNED FOR IN THIS CONTRACT WHO WILL BE ATTENDING THE FUNCTION WILL BE CATERED FOR.
- 10 SHOULD YOUR NUMBER DECREASE, THE NORMAL PUBLIC TARIFF WILL APPLY.
- 11 SUBJECT TO AVAILABILITY AND ADVANCE RESERVATION. PRICES SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.
- 12 WEDDING CEREMONIES TAKING PLACE AT MASELSPOORT WILL BE SUBJECT TO AVAILABILITY.

In order to facilitate your pre-planning, we would like to bring the following points to your attention:

1. Should the above meet with your approval, please sign and return this CONTRACT LETTER by _____. If the signed copy of the contract letter is not received by this date, the resort reserves the right to release any/all arrangements as stipulated in this letter, at which time you will be notified in writing.

2. DEPOSIT/PAYMENT REQUIRMENTS

- 2.1 A 50% DEPOSIT TO BE PAID DIRECT TO THE HOTEL ON OR BEFORE _____. THE RESORT, HOWEVER, RESERVES THE RIGHT TO REQUIRE PAYMENT OF THE AFOREMENTIONED DEPOSIT PRIOR THERETO IN SPECIAL CIRCUMSTANCES.

- 2.2 THE OUTSTANDING BALANCE MUST BE PAID NO LATER THAN 14 DAYS PRIOR TO ARRIVAL DATE WITH THE FINAL AMOUNT OF GUESTS. SHOULD YOU REQUIRE A PRO-FORMA INVOICE, PLEASE CONTACT THE CO-COORDINATOR DIRECTLY.

2.3 HOTEL'S DETAILS, FOR PAYMENT:

BANK	:	NEDBANK
BRANCH	:	BLOEMFONTEIN
BRANCH CODE	:	166234
ACCT NO	:	1662 012 233
ACCOUNT NAME	:	FLEXI TRADE 110 (PTY) LTD.

PLEASE FAX A COPY OF YOUR DEPOSIT SLIP TO THE RESORT AT FAX NUMBER 051 441 7865 ONCE PAYMENT HAS BEEN MADE. PLEASE INCLUDE YOUR NAME AND THE DATE OF YOUR BOOKING.

- 2.4 SHOULD ANY OF THE PAYMENTS NOT BE RECEIVED TIMEOUSLY, THE RESORT RESERVES THE RIGHT TO RELEASE ALL OR SOME OF THE ROOMS, PROVIDED THAT THE RESORT HOLDS THOSE NUMBER OF ROOMS WHICH IS PROPORTIONAL TO PAYMENT RECEIVED.

3: CANCELLATION FEES

0 days to 60 days prior to arrival, full deposit will be retained by Maselspoort Resort and Conference Centre (Flexitrade 110 Pty Ltd.) – Please refer to 'THE ABOVE RATES and general terms & conditions: Detail specifics – Point 1'

4. ADDITIONAL TERMS & CONDITIONS

- a. All invoices shall be due and payable upon presentations. Queries in respect of specific invoices shall not affect immediate payment of any other outstanding amounts. Any amount payable by the client to the Resort in terms of this agreement and not paid on due date, shall accrue interest at 2% (two percent) above the prime bank overdraft rate as advised by the Resort's Bankers.
- b. The Resort reserves the right to cancel any booking forthwith and without liability on its part in the event of any damage to, or deconstruction of the allocated rooms by fire, via major act of God, any shortage of labour or food supplies, strikes, lockouts, and industrial unrest, or any other causes beyond the control of the Resort which shall prevent it from performing its obligations in connection with any booking.
- c. The Resort reserves the right to change the name and location of the clients previously designated function room upon having given reasonable notice to do so.
- d. The provision of standard operation apparel and/or equipment for, e.g., linen used by the Resort shall be dependent on availability at no extra charge.
- e. Neither the Resort nor its agents or employees shall be liable for any damages or loss which may be caused to any of the goods of the client, its employees or invitees howsoever caused. The client further indemnifies and holds harmless the Resort against any claim that may be made against the hotel by any third party relating to the provisions of the clause.
- f. The client shall be responsible for any damage caused to the allocated rooms, furnishings, utensils and equipment therein, by any act or omission of the client or GUESTS/employee or the client.
- g. The client shall not be entitled to:
 - i. paint, affix or attach to the function room provided any advertising signs, notices or other matter without the prior written consent of the Resort which shall not be unreasonably withheld;
 - ii. Drive into the walls, floor, partition or doors of the function room any screws or nails in a manner calculated to damage same.
- h. All day and evening functions must be terminated by 17h00 and 23:30 respectively,

- i. No food, beverage or any liquor may be brought into the allocated room by the clients or their guests for consumption on the premises.
- j. The client shall not be entitled to assign or cede the booking to any third party notutilising the Resort's facilities for any purpose than that stated without the Resort's prior written consent which shall not be reasonably withheld.
- k. A certificate signed by the General Manager or Financial Controller of the Resort showing the amount owing by the client at any one time and reflection the amount thereupon as due and unpaid shall be *prima facie* proof of the effect therein stated for the purpose of any action (whether by way of provisional sentence or otherwise) shall be sufficient proof of the clients indebtedness on insolvency or for any purpose whatsoever.
- l. Any indulgence shown to the client shall not constitute a waiver or novation of the Resort's rights.
- m. All information obtained in any brochure, or catalogue (or which accompanies or forms part of any tender made by the Resort) which shall include prices, is subject to change and the Resort will not be bound to comply exactly therewith. The Resort shall not be liable for any inaccuracies in any brochures or information supplied by it which the client fails to verify with the Resort management. Where a price increase is necessitated, the client will be notified by the Resort within a reasonable period.
- n. The Resort shall have the right to cancel this agreement by written notice to the client in the event that the client is placed under provisional or final liquidation, judicial management or sequestration or commits any act of insolvency as defined in the insolvency Act.
- o. Advice, recommendations or opinions by representatives of the Resort are given and expressed in good faith and shall not constitute representations of any description, and shall not give rise to any claim against the Resort or such representatives.
- p. This agreement constitutes the whole agreement *citandi et executandi* for all purpose under this agreement at the trading/residential address set out the face of any agreement until the client notifies the Resort in writing of the change of address.
- q. This agreement constitutes the whole agreement between the parties and no warranties or representations, whether express or implied not stated herein shall be binding on the parties. No agreement at variance with the terms and conditions herein shall be binding on the parties unless reduced to writing and signed by or on behalf of the parties by duly authorized persons.
- r. This agreement shall be governed by the laws of the Republic of South Africa, and in theevent of the Resort having to institute legal proceedings against the client in terms of this agreement, then the client agrees to pay the Resort all costs incurred in respect of such action on a scale as between attorney and own client, including collection commission.
- s. The client hereby agrees that it is a condition of their employees occupation (including anyone contracted by the client to perform specific function(s) at this event) of the property premised that the client shall be responsible and/or liable for any accident or bodily injury to any occupant or loss of damaged to any property brought by the client's employees upon the premises whether arising from fire, theft or from any other causes and by whom so ever caused or arising from the negligence or wrongful act of any person in the employ of the client. The client whose employees occupy premises in the property is deemed to contract with the Resort on this basis.
- t. This contract and the service we offer is based on what WE at Maselspoort are able to do for you. We don't want to promise you something we can't deliver on.

5. DISCLAIMER

Anyone entering these premises including the grounds and using any facility whatsoever, does entirely at their own risk. The Owner, Directors, Officers, Employees or anyone else connected therewith accepts no liability whatsoever for any injury to, or death of any person, or loss of, or damage to any property howsoever caused, even arising from negligence of any degree.

Should any non-compliance to the above clauses occur, Maselspoort Resort & Conference Centre (Flexi Trade 110 (Pty) Ltd.) reserves the right to release/cancel all room allocations being held for (COMPANY / FUNCTION NAME) _____.

Please contact the Events department at the Resort (051 441 7848) should you require any additional information.

citandi et executandi:

Often referred to simply as domicilium. This is the address for service and delivery of documents. Consider carefully which domicilium you give, as once it has been selected, letters and notices can be served on this address and you will be deemed to have received them, even if you did not in fact do so. The domicilium must be a physical address, not a PO Box number.

prima facie:

adj. Latin for "at first look," or "on its face," referring to a lawsuit or criminal prosecution in which the evidence before trial is sufficient to prove the case unless there is substantial contradictory evidence presented at trial.

WE LOOK FORWARD TO WELCOMING YOU TO MASELSPOORT RESORT & CONFERENCE CENTRE!

Please initial each page, sign below and deliver by hand or fax this contract to:

Maselspoort Resort & Conference Centre: Fax number (051) 441 7865

NAME (PRINT)..... SIGNATURE.....

DATE.....

Details:

Physical: Maselspoort Resort & Conference Centre, Bloemfontein Road, Bloemfontein, 9300
 Postal: Private Bag X20519, Bloemfontein, 9300
 Telephone: 051 441 7848 Fax: 051 441 7865
 E-mail: fomaselspoort@lantic.net Website: www.maselspoort.co.za

Yours sincerely
 Elrina Havenga
 Rooms Division Manager