



vineyard hotel & spa  
the perfect setting

# The Wedding Venue



We have only received compliments about our wedding day, from the sheer elegance of the day, the personal ceremony, to the décor, flowers, the beautiful reception venue, with so many compliments about the exceptional food and the outstanding service, and even the music. Thank you so much for making it so memorable for us and our guests. We have been told by many that our wedding was flawless and the best wedding they have been to!

*Roy & Sharon*



Thank you and your team for being such an essential part in it all: always 2 steps ahead, incredibly efficient, approachable, reasonable and caring – we didn't have a concern or panic about a single thing purely because we knew that you had everything in hand. We had so many comments from family and friends about how amazing the Vineyard was & how incredible the service, set-up and management of it all was. We cannot thank you enough!

*Kerry & Paul Galatis*



Robyn and her team made us feel so relaxed throughout the process, from booking right to the day itself. Nothing was too much trouble, everything went so smoothly on the day and the food, service and venue setting were excellent! A lot of very impressed guests! And a very happy bridal couple!

*Bryana Jennings*

## ABIA Award Winner

(Africa Bridal Industry Academy)



- Cape Awards Winner: In-house Wedding Planner
- Cape Awards Winner: Hotel Reception

Accredited Member, Africa Bridal Industry Academy

conference centre  
the vineyard wedding



welcome

The **vineyard hotel & spa conference centre** is centrally situated in the heart of the lush leafy suburb of Newlands, Cape Town, South Africa, alongside the deluxe 207 roomed vineyard hotel & spa set on seven acres of attractive landscaped parkland.

Only 18km from Cape Town International Airport, 10km from the V & A Waterfront and City Centre, and a five minute walk from Cavendish Square, a prestigious shopping centre.

Offering a tranquil setting, both floors are bathed in natural light with majestic views of the hotel gardens and the forested slopes of Table Mountain, presenting a magnificent backdrop for photography.

Secure parking is available on a 'first come, first serve' basis.

Your photographs can be taken in our beautiful garden, set against the backdrop of Table Mountain, while your guests enjoy **complimentary** canapés on the lawns.

You will then move through to the Camphor Venue for your reception, which can comfortably seat 160 guests, including

a dancing area. We suggest that there be between 8 and 10 persons per table.

All beverage requirements are arranged through the **vineyard hotel & spa** and are for your own account. **No corkage allowed.** Minimum bar requirements to be wine, beer and soft drinks.

Your honeymoon night can be spent in the hotel on a 'best available' rate. We will include a bottle of sparkling wine and a gift on your bed, with a full traditional breakfast the following morning in our square restaurant.

The **vineyard hotel & spa conference centre** has implemented 'living green' environmental and social responsible decision-making to ensure that sustainable development principles are incorporated into all levels of your wedding.

(Refer page 11 or our website for more information)

A number of suggested suppliers are listed on page 9.

*It is thus with pride and dedication that the **vineyard hotel & spa conference centre** looks forward to welcoming you and your wedding guests.*



brochure contents valid until 31st august 2014



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vineyard hotel & spa  
conference centre

t: +27 (0)21 657 4590/1  
f: +27 (0)21 683 3587  
conferencing@vineyard.co.za

www.vineyard.co.za  
PO Box 151, Newlands, 7725  
Colinton Road (off Protea Road),  
Newlands 7700, Cape Town,  
South Africa



conference centre  
the vineyard wedding

Dear Bride & Groom

Thank you for your enquiry with regards to your Wedding Reception at the Vineyard Hotel & Spa.

This brochure contains all the necessary information that you will require.

Please arrange an appointment so that we can meet and discuss your Wedding from start to finish.

Together with the professional team at the Vineyard Hotel & Spa, your Wedding promises to be a very special occasion.

Should you need any further assistance, please feel free to contact us.

Yours faithfully

Robyn & The Banqueting Team

robyn@vineyard.co.za

the vineyard wedding  
an overview

venue hire

no venue hire	for 120 - 160 guests
R 5 000	for 100 - 119 guests
R 10 000	for 80 - 99 guests
R 15 000	for 60 - 79 guests
R 20 000	for 59 or less guests
R 5 000	for public holidays
R 5 000	for ceremony (depending on availability)

Luxury option available at a surcharge

Honeymoon night - preferential rate

menu suggestions

wedding set menu

wedding buffet menu

wedding checklist

Information that the banqueting department requires from you, together with your floor plan

recommended services

Invitations, flowers, music, photographers, ministers...

terms & conditions

In order to confirm your reservation, refer terms & condition on page 10, complete, sign and fax it back to the banqueting department on +27 (0)21 683 3587, together with your deposit slip.

This brochure is valid until 31st August 2014



2012 ABIA Awards: • Cape Awards Winner : In-house Wedding Planner • Cape Awards Winner : Hotel Reception  
2011 ABIA Awards: • National Winner : In-house Wedding Planner • Runner-up : Hotel Wedding Reception Venue  
2010 SABIA Awards: • National Winner : Hotel Wedding Reception - Urban • Gold : Hotel Reception - Urban - Western Cape  
• Gold : In-house Wedding Planner • Bronze : 1st Night Honeymoon - Western Cape  
2009 SABIA Awards: • National Winner : Hotel Wedding Reception • Gold : Hotel Wedding Reception - Western Cape  
• Silver : 1st Night Honeymoon - Western Cape • Bronze : In-house Wedding Planner - Western Cape



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living green

conference centre  
**wedding set menu**

**R465 per person**

*(Based on a minimum of 120 persons - if numbers fall below 120, additional venue hire charges as set out on page 3, are applicable)*

**canapés**  
(complimentary)

Smoked peppered salmon mousse on crostini  
with deep-fried capers and fresh tomato

Fresh seasonal fruit skewers with mint yoghurt

Mini vol au vent filled with mushroom ragout, parsley & parmesan

**starters**

*(Please select one starter)*

Poached pear and goats cheese salad with biltong and fresh rocket,  
marjoram dressing and parmesan cheese straw

Prawn and avocado inside-out roll with wasabi mayo and teriyaki sauce

Roasted pumpkin soup with garlic croûtons, candied pecan nuts  
and pumpkin seeds, cinnamon cream

Duo of smoked Franschoek salmon – peppered & cold smoked salmon  
on a sushi mat, beetroot, cucumber and carrot salad, apple and mint dressing

Baked Camembert in phyllo with sweet and sour Cape gooseberries,  
baby leaves and toasted ciabatta

Oriental chicken salad with pineapple, bean sprouts, cherry tomatoes,  
peppadews, fresh herbs, peanuts, carrots, cucumber,  
sesame and ginger dressing

Caprese salad of plum tomato and fior de latte mozzarella with fresh basil,  
artichokes, balsamic reduction, extra virgin olive oil and seed crostini

*Main course / Dessert overleaf*

PLEASE NOTE:

- This brochure valid until 31st August 2014.
- The package is based on a minimum of 120 guests attending! Should your numbers fall between 100-119 an additional venue hire of R5 000 will be levied; between 80-99 an additional venue hire of R10 000 will be levied; between 60-79 an additional venue hire of R15 000 will be levied; for numbers 59 and below an additional venue hire of R20 000 will be levied.
- \*A gratuity of 10% will be added to the final meal account.
- Only ONE Starter, ONE Main Course and ONE Dessert may be selected. You may not offer your guests a choice on the evening.
- Final numbers are required 48 hours prior to the function - we will cater for that number and charge accordingly.
- Vegetarians can be catered for, please advise exact numbers 48 hours prior to the function.
- Please note our kitchen is neither Kosher nor Halaal.



PHOTO: ANANDHI PHOTOGRAPHY

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**living green**

conference centre  
wedding set menu (cont.)

main courses

*(Please select one main course)*

Moroccan spiced roasted fillet of Chalmar beef with fondant potato, fine beans, roasted butternut with cinnamon, veal jus, tomato & rosemary and raisin chutney

Smoked salmon orzo "risotto" with Danish feta, oven-dried tomatoes, baby leaves, parmesan crisps and extra virgin olive oil

Grilled local line fish with an olive, caper and spring onion potato cake, steamed greens and tomato butter sauce, crispy onion and basil salad

Slow-roasted Lamb leg with spinach potato dauphinoise, roasted butternut, minted fine beans, lamb jus and red onion marmalade

Mushroom tortellini with parmesan cream, sun-dried tomato, calamata olive and herb salad, extra virgin olive oil

Roasted fillet of Chalmar beef with cauliflower purée, roasted beetroot and fine beans, mustard potato cake with veal jus

Chicken breast stuffed with feta, peppadew and spinach, parsley mash, tomato and fine bean sauté, chicken and thyme gravy

desserts

*(Please select one dessert)*

Milk chocolate and mint Marquise with homemade vanilla ice cream, dark chocolate crumble, raspberry sauce

Mixed berry crème brûlée, lavender shortbread

Cape date and brandy pudding with cinnamon parfait and homemade custard

Dark chocolate and almond tart with Morello cherry ice cream

Honey and Greek yoghurt panna cotta with strawberry sorbet and passion fruit coulis

Lemon and poppy seed sponge with butterscotch ice cream and candied orange anglaise

Baked vanilla cheesecake with gooseberry compôte, ginger ice cream, brandy snap cigar

A selection of local cheese with savoury biscuits and homemade chutney

Variety of teas & organic rooibos served with sliced lemon & honey  
Fair Trade filter coffee

- with mixed nut biscotti and homemade chocolates

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conference centre  
**deluxe vineyard buffet**

**R500 per person**

*(Minimum of 80 persons and maximum of 120 persons)*

**starter**

*(Please choose 1 starter from selection on page 4)*

Assorted rolls

**main courses**

Poached pear, pine nut, rocket and gorgonzola with balsamic reduction

Roast Sirloin of beef with thyme gravy

Roast lamb shoulder with onion and mint chutney

Grilled local fish with lemon aioli

Butter chicken curry with poppadoms and sambals

Lemon and cumin scented rice

Mushroom tortellini with tomato and basil sauce, shaved parmesan

Roast butternut, fine bean and baby onion sauté

Steamed baby potatoes with parsley butter

Cauliflower and broccoli gratin

**dessert**

Sticky toffee pudding with lime crème anglaise

Orange and vanilla cheesecake

Espresso crème brûlée and choc chip biscuits

Mini meringue Pavlova with mixed berry compôte

Vanilla ice cream with –

Jelly tots / shortbread / toasted pecan nuts / chocolate sauce

A selection of local cheese with savoury biscuits and homemade chutney

Homemade biscotti and truffles

Variety of teas & organic rooibos served with sliced lemon & honey

Fair Trade filter coffee

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Photo: Clifford Alexander



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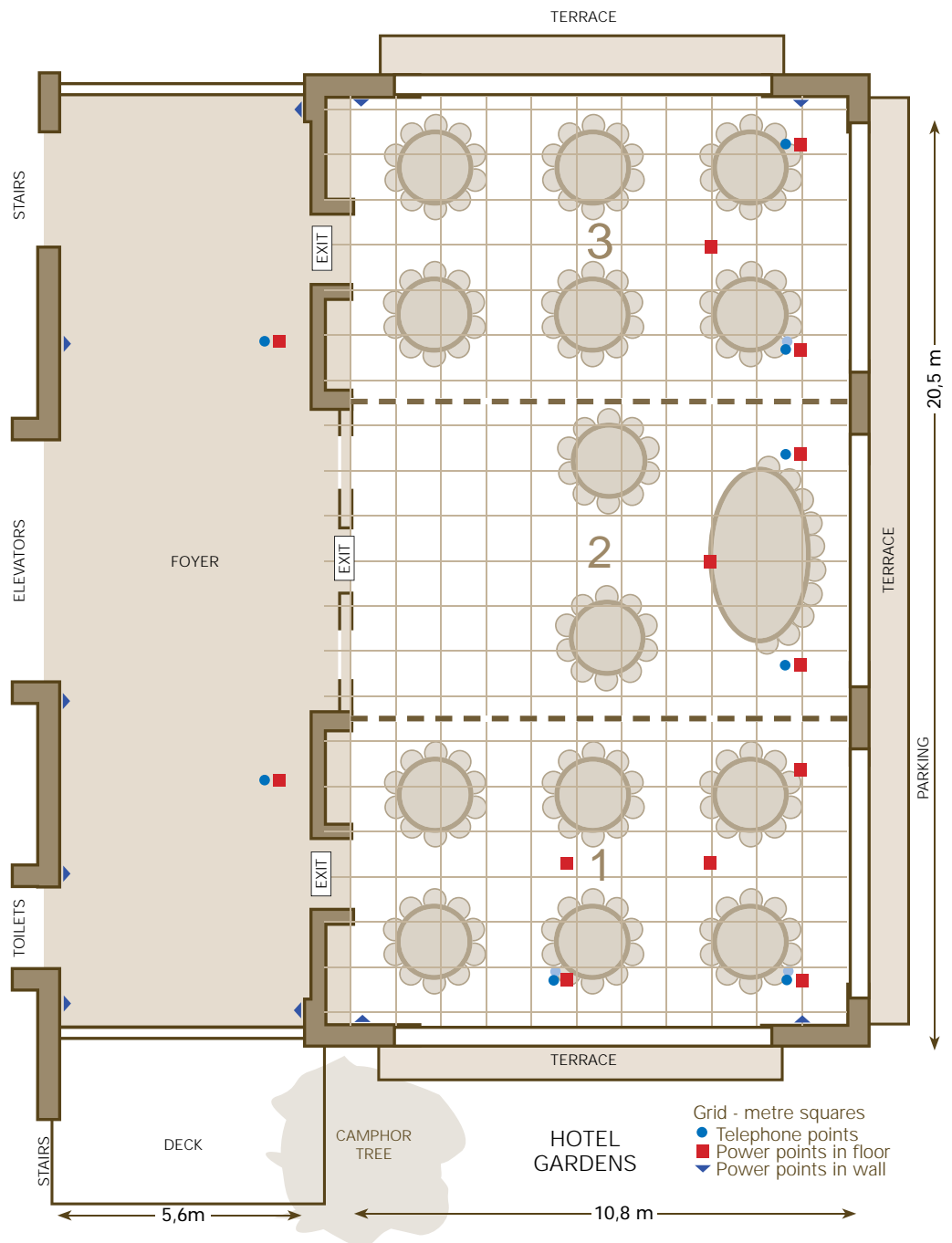


**living green**





conference centre  
suggested wedding floor plan  
150 guests



Camphor Level 2 (first floor)  
220m<sup>2</sup> (total floor area) 20.5m length x 10.8m width  
Ceiling height - 3,5m



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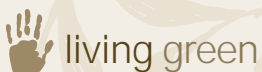
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## conference centre wedding recommended services

### invitations / menus / place cards / gifts

Blueprint – Sanet Slade [www.blueprintstudio.co.za](http://www.blueprintstudio.co.za)  
info@blueprintstudio.co.za / 021 794 2992

### cakes

Hettie Jordaan [www.tacotsa.tripod.com/weddingcakes.html](http://www.tacotsa.tripod.com/weddingcakes.html)  
carelhettie@telkomsa.net / 021 782 2375 / 083 493 4231

Kanyacilla Hunt [www.kanyahunt.co.za](http://www.kanyahunt.co.za)  
kanya@kanyahunt.co.za / 021 553 0440 / 082 375 5200

Lov at First Sight – Jeandre [www.loveatfirstsight.co.za](http://www.loveatfirstsight.co.za)  
jeandre@loveatfirstsight.co.za / 076 172 0367

The Cake Box – Lilia de Wet [www.thecakebox.co.za](http://www.thecakebox.co.za)  
lilia@mweb.co.za / 082 338 5496

Utterbliss – Caitlin Laird [www.utterbliss.co.za](http://www.utterbliss.co.za)  
utterblissbakery@gmail.com / 072 634 2303

### flowers & decor

Aspen Flowers & Co. – Jean Badenhorst [www.aspenandco.co.za](http://www.aspenandco.co.za)  
jean@aspenandco.co.za / 021 424 6511

Design by Marcel [www.designbymarcel.co.za](http://www.designbymarcel.co.za)  
info@designbymarcel.co.za / Marcel 082 428 6848

Floral Fusion Florist – Adrienne Beasley [floralfusionflorist@gmail.com](http://floralfusionflorist@gmail.com) / 021 715 6590 / 074 519 1240

Fiori di Sorrento – Mario [www.sorrento.co.za](http://www.sorrento.co.za)  
mario@sorrento.co.za / 021 462 2000 / 083 381 6755

Green Goddess – Coral Shortt [www.greengoddess.co.za](http://www.greengoddess.co.za)  
Coral@greengoddess.co.za / 082 956 6559

Jenny B Flowers [www.jennybflowers.co.za](http://www.jennybflowers.co.za)  
jennyb@netpoint.co.za / 021 686 3182 / 083 650 4424

Julie Killias Designs [www.juliekillias.com](http://www.juliekillias.com)  
julie@juliekillias.com / 021 762 1799 / 083 288 8856

Kaleidoscope Decor & Events – Janine Green [events@kaleidoscope.co.za](mailto:events@kaleidoscope.co.za) / 021 557 8424 / 072 099 7015

Mich Flowers – Michelle 0721758220

Nerine's for flowers [www.nerines.co.za](http://www.nerines.co.za)  
kleipold@xsinet.co.za / 021 712 4701 / 083 629 1223

Puccini Creations [www.puccinicreations.co.za](http://www.puccinicreations.co.za)  
liz@puccinicreations.co.za / 082 656 1191

### classic car - chauffeur driven

RR & B Classic Car Hire – 1980 Rolls Royce Silver Shadow II  
rrclassiccars.com.au / michael@bampfied-duggan.co.za  
082 557 1319 / 021 671 9030

### ministers / marriage officer

Rev. Daniel Brits <http://tacotsa.tripod.com/weddings.html>  
tacot@xsinet.co.za / 021 782 4634 / 084 477 5588

Philip du Toit [www.phildutoit.co.za](http://www.phildutoit.co.za)  
pjdutoit@gmail.com / 021 851 8003 / 084 209 4243

Peter Fox 079 525 2006 / 083 293 4630

Rev. Dion Black [dion@wedlock.co.za](mailto:dion@wedlock.co.za) / 021 715 7136 / 072 317 5869

### music (licenced with sampra)

1st Class Events – Peter John  
realmusic75@gmail.com / 082 256 7656

Dream Weddings Entertainment - DJ Brent  
brent@dreamweddingdjs.co.za  
021 788 3821 / 083 265 2076

Holly Kotze [www.femalepianistsinger.com](http://www.femalepianistsinger.com)  
holly.kotze@gmail.com

Hungarian Trio – Nerina von Mayer [www.hungariantrio.co.za](http://www.hungariantrio.co.za)  
hungariantrio@gmail.com / 021 794 7933 / 082 896 2717

Ike Moriz (jazz / swing / crooner / pianist) [www.ikemoriz.com](http://www.ikemoriz.com)  
ike@ikemoriz.com / 082 092 5792

Nauty's Disco – Alister Penny  
alpenny@mailbox.co.za / 021 762 5129 / 083 658 6825

Palm Strings (Duo Guitar & Violin) – Titia  
palmstrings@cybersmart.co.za / 082 974 1270

Rhythm Divine  
wayne.burns@absamail.co.za / Wayne 083 440 1006  
Bevan 082 856 4271

Simply Strings (string quartet) [www.simplystrings.co.za](http://www.simplystrings.co.za)  
francois@simplystrings.co.za / 082 467 0628

Trilogy Music – Clive Pringle [www.trilogymusic.co.za](http://www.trilogymusic.co.za)  
info@trilogymusic.co.za / 021 671 0403 / 083 720 8098

Upfront – Wayne de Smidt  
upfront.live@gmail.com / 071 218 3153

### photographers & videographers

Jo Blair Photography – Jo Blair [www.joblairphotography.com](http://www.joblairphotography.com)  
joblair@mac.com / 071 455 2247 / 021 712 4362 (h)

Agapéstudio – Charl Smith [www.agape-studio.co.za](http://www.agape-studio.co.za)  
charl@agape-studio.co.za / 082 333 7886

Anne Photography – Anne Dreyer [www.annephotography.com](http://www.annephotography.com)  
anne.dreyer.a@gmail.com / 082 440 5648

Brian Scott Productions  
scottproductions@telkomsa.net / 021 558 2401 / 082 925 3292

Esther Reid [www.estherreid.co.za](http://www.estherreid.co.za)  
estherreid@mweb.co.za / 082 802 1171

FJS Videos & DVD Production [www.fjs.co.za](http://www.fjs.co.za)  
studio@fjs.co.za / 079 773 7677 / 022 4512089

Gavin Withers Photography [www.gwphoto.co.za](http://www.gwphoto.co.za)  
gavin@gwphoto.co.za / 083 658 0332

Ralph Higgs [www.myphotographer.co.za](http://www.myphotographer.co.za)  
myphotographer@gmail.com / 081 411 5496

Warrenwilliams Photography [www.warrenwilliams.co.za](http://www.warrenwilliams.co.za)  
portraits@warrenwilliams.co.za / 072 665 3241

### other services

Bridal Make-up – Tammy Hardy 072 620 8418

Hair & Make-up by Elouise  
elouisemeyer@vodamail.co.za / 021 657 4573

Sally Williams (nougat) [sam@sallywilliamsfoods.com](http://sam@sallywilliamsfoods.com)  
Sam Gerin 071 886 3113

Simplea Candles – Hayley [www.simpleacandles.co.za](http://www.simpleacandles.co.za)  
hayleyharrod@telkomsa.net / 083 415 7779

Release for weddings (white doves) – Ivan  
021 705 7770 / 082 253 4879

Unique Therapy - Crystill Furneaux [www.uniquetherapy.co.za](http://www.uniquetherapy.co.za)  
(professional eyelash extensions) 082 715 1784

*\* Please bear in mind contact details and e-mail addresses can change over time • The Vineyard Hotel & Spa does not in anyway endorse above listed suppliers.*



Photo: Amandine Photography



Photo: Michael Bampfied-Duggan

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living green

## conference centre wedding terms & conditions

1. All prices quoted are inclusive of VAT at 14%, and are based on estimates which may be revised should your expected numbers change or should market related food prices fluctuate.
2. The minimum number of guests required to qualify for the Wedding Package @ R465/person is 120. Should your numbers fall between 100-119 an additional venue hire of R5 000 will be levied; between 80-99 an additional venue hire of R10 000 will be levied; between 60-79 an additional venue hire of R15 000 will be levied; for numbers 59 and below an additional venue hire of R20 000 will be levied. Children on special meals are not included in this number. A gratuity of 10% will be added to the final meal account.
3. All day functions must terminate by 17h00 unless a later time is agreed in writing with the hotel, at the time of booking. A fee of R3 000 per hour thereafter will be levied.
4. Evening functions must terminate by midnight unless a later time is agreed in writing with the hotel, at the time the booking is made. An additional fee of R4 000 from midnight -1am and R3000 per hour thereafter is applicable.
5. **NO amplified sound allowed outside of conference venue.** Internal amplified sound to be kept to a reasonable level.
6. Should your function take place on a Public Holiday, an extra Venue Hire of R5000 will be charged.
7. If dancing is required, a 6x6m dance floor will be ordered in for the client's account at R2622 incl. VAT.
8. Final numbers must be confirmed 72 hours before your function, and will be charged accordingly, and full payment including bar estimate to be paid.
9. Minimum bar requirements are wine, beer & soft drinks. Bar must close at 01h30 in accordance with the law.
10. We will endeavour to fulfil requests for specific rooms, although we cannot guarantee this.
11. Service providers (i.e. florists, photographers, DJ's etc.) must be approved by the hotel. The Vineyard Hotel & Spa does not in anyway endorse the suppliers as listed on page 9 - all hired items & decor to be removed the following morning, unless prior arrangements have been made.
12. We will hold your booking on a provisional basis for 30 days, until a signed copy of this agreement is received, along with the deposit (see below). Provisional bookings will be released without notification, should you fail to confirm within this period.
13. A non-refundable deposit of R5 000 is required to confirm the booking, together with the signed copy of this contract. 50% Of the cost of the function must be paid three months prior to the date and the balance 72 hours before the function. If these terms and conditions are not signed, the function will be cancelled.
14. 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/employees of the client.
15. The client will be responsible for the safe keeping of, or any damage caused to equipment hired on their behalf.
16. Our banking details: Vineyard Hotel | First National Bank | Claremont | Branch Code 200 109 | Acc. Number 50152556287 Please fax us a copy of the deposit slip to +27 (0)21 683 3587 • VAT No. 4280225964
17. The vineyard hotel & spa will not be held liable for any loss or damage resulting from the presence of your guests, or their respective properties on the vineyard hotel & spa's premises. The client/s hereby indemnifies the vineyard hotel & spa against any claims that might be brought against it.
18. The vineyard hotel & spa supports responsible drinking.
19. Brochure contents and prices valid until 31st August 2014.

Please sign that you have read and accept the above terms & conditions and fax back to The Banqueting Department on +27 (0)21 683 3587.

PLEASE PRINT CLEARLY

Signed at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Signature \_\_\_\_\_ Capacity \_\_\_\_\_

Wedding Couple \_\_\_\_\_

Wedding Date \_\_\_\_\_

PHOTO: ANASTASIA PHOTOGRAPHY



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**vineyard hotel & spa**  
conference centre

t: +27 (0)21 657 4590/1

f: +27 (0)21 683 3587

conferencing@vineyard.co.za

www.vineyard.co.za

PO Box 151, Newlands, 7725  
Colinton Road (off Protea Road),  
Newlands 7700, Cape Town,  
South Africa



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