



VENUE HIRE PACKAGE  
2023



## **Welcome to the 360° Bloemendal Venue at Bloemendal Wine Estate.**

Our unique venue is located in the heart of the Durbanville Wine Valley. At the very top of Kanonberg, lies the original bones of the Bloemendal Estate Restaurant and Functions Building, renovated to modern standards; with fresh, clean finishes and stunning amenities.

A highlight of this building are the spectacular views and the natural light filtering through the main hall on both the East and West sides of the building, making for breath-taking sunrise and sunset views. The property boasts panoramic views of Durbanville wine valley, Table Mountain, the Atlantic Ocean and Blaauwberg.

This uniquely placed venue is perfect for wedding ceremonies inside or on the lawn overlooking the vista; and wedding receptions made to celebrate in style. Outside seating areas are accommodated for with the main hall, easily set up for large functions and special launch events. The cellar; 360° Wine Lounge & Tasting Room, hosts curated wine tastings and pairings of wine; produced by our surrounding vineyard and is also available for private venue hire. For smaller and more intimate settings, the 360° Trail Bar Social Café is available for venue hire, perfect for individuals or smaller group bookings. Unique add-on offerings of mountain bike team building at the trail park and wine tastings are a must for those corporate groups who wish to make a truly special day away from the office.

We offer you private venue hire for individuals, corporate groups, tour groups, functions, events and weddings. Make a booking to visit 360° Bloemendal Event Venue for a walk-through with our Events & Operations Manager or host today.

***Make your day memorable and spectacular at 360° Bloemendal!***



## VENUE HIRE PACKAGE RATES

EXTENDED HOUR RATE	DAY HOURS	PACKAGE COST
Rate on consultation	08:00 to 00:00	Seasonal

Our venue capacity is dependant on the event and seating arrangements.

### WINTER RATES

Valid from April to August

DAYS APPLICABLE	VENUE HIRE COST		VALIDITY
MONDAY – THURSDAY	R 18K	Per Day / VAT included	APRIL - AUGUST
FRIDAY	R 24K	Per Day / VAT included	APRIL - AUGUST
SATURDAY & SUNDAY	R 30K	Per Day / VAT included	APRIL - AUGUST

### SUMMER RATES

Valid from September to March

DAYS APPLICABLE	VENUE HIRE COST		VALIDITY
MONDAY – THURSDAY	R 30K	Per Day / VAT included	SEPTEMBER – MARCH
FRIDAY	R 40K	Per Day / VAT included	SEPTEMBER – MARCH
SATURDAY & SUNDAY	R 50K	Per Day / VAT included	SEPTEMBER – MARCH

#### VENUE HIRE INCLUDES

1. Exclusive use of entire first floor venue area. 2. General use of existing lounge and bar furniture. 3. Large indoor fireplace. 4. Back-up power generator. 5. \*Available crockery, cutlery and glassware. \*Breakage fee incurred accidentally or intentionally by guests on final invoice. 6. Background music available through a third-party digital subscription. Sound control to be monitored.

#### VENUE HIRE EXCLUDES

1. Food and beverages are available at an additional cost. 2. Décor and flower arrangements. 3. Wait staff as per industry standard, we add a 15% gratuity to your food and beverage bill. 4. DJ or live music. 5. Tables and Chairs. Our Management teams are able to assist you by recommending preferred suppliers.

360° Bloemendal at Bloemendal Wine Estate would like to thank you for considering our venue for such a special day. A deposit, a completed booking form, and the below signed Terms and Conditions must be received before your event can be confirmed.

## TERMS AND CONDITIONS

### **ACCOMMODATION**

Bloemendal Wine Estate offers turn-down guest accommodation or self-catering units at the historical Bloemendal Manor House, Bloemendal Minor House as well as Bloemendal Family Annex. For more information, please visit [www.bloemendalestate.co.za](http://www.bloemendalestate.co.za)

### **ADDITIONAL INFORMATION**

Due to our location, corkage is not permitted. A host or any of his/her guests may be liable for any damage caused on or to the Bloemendal Wine Estate property. Kindly note, Bloemendal Wine Estate is a privately owned and operated estate which reserves the right of admission. We regret, no pets are allowed on the estate.

### **CANCELLATION POLICY**

If you have booked an event and you cancel within 3 months or less prior to the event date, 50% of your deposit paid will be forfeited. If the event is cancelled less than one month prior to the event date, 100% of your deposit will be retained and is non-refundable. Upon cancellation of an event less than two weeks prior to the event, a 100% cancellation fee of the total function fee will be charged. Should you postpone or request to reschedule your event, 360° Bloemendal will accommodate to reschedule to an alternate date where applicable, approve a postponement prior to 6 months of the event date and move your deposit less an admin fee to the new date.

### **DÉCOR, CATERING AND ENTERTAINMENT SUPPLIERS**

We have a list of preferred suppliers that have hosted events in the past with our sister restaurant, Bon Amis. Should you require any assistance in this regard, please ask our Operations Manager or Events Co-ordinator for details. Please note the suppliers on the list are independently run and need to be dealt with directly. Should it deem necessary, the Management may adjust music levels.

### **DEPOSITS AND PAYMENTS**

All deposits and balance of deposits are to be done via EFT into our bank account as specified on page 6. Unfortunately, no cheques or credit cards will be accepted for deposits. We reserve the right to accept alternate guest bookings in the event your deposit and signed contract are not received before the specified date in your agreement. An initial invoice representing venue hire of the estimated cost of your function according to your guest numbers will be sent to you. The payment of this invoice should be made within 7 days of your tentative booking to confirm your booking and event date. A second invoice reflecting the balance owed will be sent to you and full payment thereof is required no less than 14 days prior to your event. This allows you to finalise guest numbers and any other additional information required. An extra invoice will only be generated if any additional expenditure has been incurred on the day of your event, authorised by the client during the function; which was not covered by the initial function cost. This invoice is to be settled in full at the time your function ends and can be settled by way of credit card. Should you wish to continue to hire the venue after 24h00 on the evening of your event, an additional surcharge of R2,500 will be billed for the first hour until 01h00, thereafter; a fee of R3,500 for the second hour only until 02h00 after which the venue will be closed. Final guest numbers as well as the balance owing on your event account must be received no less than 14 days prior to the event. Bar allocation or limit must be settled 14 days prior to the event as part of the initial invoice. Should the full bar limit not be reached, the balance will be credited to your account.

#### **DELIVERIES AND DÉCOR**

1. 360° Bloemendal will accept no deliveries prior to the date of your event. 360° Bloemendal will not accept any responsibility for poor service delivery (including actions, advice and opinions) from a third-party supplier. 2. All third-party supplier details as well as the guest list must be provided to 360° Bloemendal no later than 14 days prior to the event date to ensure the smooth running of the event. 3. All decorations planned to be used at the event need to be discussed with the Operations Manager or Events Co-ordinator prior to the event, to ensure no damages are incurred to the venue. 4. No candles are allowed to be placed directly on the tables. Candle holders must be wide enough to prevent the wax from dripping onto the tables. 5. Please be advised that all decorations must be removed from the venue by 08h00 the following morning after the event. Should decorations not be removed timeously, 360° Bloemendal will not accept responsibility for any damage to such decorations, should décor items be removed by 360° Bloemendal employees.

#### **CUISINE, WINE AND BEVERAGES**

We have a variety of menus on offer. Should you wish to tailor a menu to your individual needs, please feel free to make an appointment with our Operations Manager or Events Co-ordinator. Beverages, including alcoholic beverages for pre-drinks, may not be brought onto the premises. Corkage is not permitted. 360° Bloemendal reserves the right to close the bar and wine lounge at any time, at the discretion of management acting reasonably to protect the property, guests or staff of 360° Bloemendal in its entirety. Food vendors or caterers may be hired for the clients own account.

#### **ENTERTAINMENT**

Entertainment will be subject to the approval of the management of 360° Bloemendal. No fireworks will be allowed on Bloemendal Wine Estate. Any DJ/Band should provide all their own equipment and cabling. Microphone and PA must be arranged with DJ beforehand.

#### **FORCE MAJEURE**

If a cancellation takes place due to a National Corona Virus lockdown mandate, a 10% fee of the total amount quoted, will be retained as an administration fee and the rest will be refunded.

#### **SAFETY AND SECURITY**

1. The safe-keeping or custody of any property or goods left at 360° Bloemendal by the client or their guests will not be the responsibility of 360° Bloemendal. 2. Under no circumstances will we accept responsibility or liability in respect of any damage, theft, loss or injury, however caused. 3. It remains the responsibility of parents or guardians to supervise their children/minors at all times when visiting 360° Bloemendal. Kindly keep in mind that Bloemendal Wine Estate remains an operational wine farm and visitors are required to remain within the public areas of the venue property. Kindly adhere to signs discouraging guests of 360° Bloemendal to move beyond certain points on the Estate.

#### **SMOKING**

Kindly note that according to legislation our facilities are non-smoking. There will however be designated smoking areas for guests.

#### **VENUE HIRE HOURS**

Celebrate your special event enjoying stunning views of the surrounding vineyards, the Atlantic ocean and distant mountain ranges. Enjoy incredible views by booking your day event from 08h00 onwards. 360° Bloemendal closes at 00h00. Guests must vacate the premises 30 minutes before closing time (23h30). Should guests fail to vacate within the above time frame as requested, then the venue host will be liable to a R2,500 surcharge fee. Venue hire hours may be adjusted prior to special arrangements made by the client and 360° Bloemendal management.

#### **WEATHER**

Management will not take responsibility for an outdoor event should the weather affect the arrangement of the function.

# AGREEMENT TERMS & CONDITIONS

## AUTHORITY TO EXECUTE AGREEMENT

In signing this agreement on behalf of the company, the signatory warrants his or her authority to do so. Moreover, if the person requesting to act in the capacity of a representative, has not been granted a proper written authorisation by the company, then and in that case, the individual signing this contract shall be held accountable for the full fulfilment of all the obligations under the agreement.

DATE BOOKED	DAY	MONTH	YEAR
TIME BOOKED	AM	PM	
NUMBER OF GUESTS	ADULTS	KIDS	TOTAL PAX
NAME AND SURNAME	Name	Surname	Representative Accountable
ID NUMBER			
MOBILE	1)	2)	3)
LANDLINE	1)	2)	3)
EMAIL			
PHYSICAL ADDRESS	Line 1		
	Line 2		
POSTAL ADDRESS	If same as physical address, leave blank.		

By signing this agreement, I acknowledge that all information provided is true and accurate. I have read, understood, and agreed to the aforementioned Terms & Conditions.

SIGNED AT \_\_\_\_\_ ON THIS DAY \_\_\_\_\_ OF \_\_\_\_\_ 20\_\_\_\_  
LOCATION 00 MONTH 00

### OFFICE USE ONLY

Signed By Events Manager.

APPROVED: D \_\_\_\_ M \_\_\_\_ Y \_\_\_\_

NAME & SURNAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

### BANKING DETAILS

Bank: Absa  
 Account Name: Spirito Trade 82 Pty Ltd  
 Branch: 632005  
 Account: 4075089027

**PAYMENT REFERENCE** Please provide a payment reference when making your digital transaction.  
 Payment Reference: e.g. The Name of Your Event –'Company Name Date'

**360<sup>0</sup>**  
**BLOEMENDAL**  
BLOEMENDAL ESTATE DURBANVILLE CAPE TOWN

[www.bloemendalestate.co.za](http://www.bloemendalestate.co.za)

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